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**TOWN OF
NEEDHAM
ANNUAL
REPORT
1711—2015**



Needham, Massachusetts

COVER AND BACK PHOTOS:

*The Winter of 2014/2015 was a snowfall record breaker in New England; with a total of **108.75 inches** received in Needham. The front cover is a picture taken at Memorial Field and the back cover is a picture taken at Ridge Hill. Both photographs are by Michael Logan.*



Paul Attridge and Polly Eaton met on a blind date in 1961 and were married in 1965. They have lived in Needham as a married couple for 50 years. Paul is a Needham native, while Polly was born in New Bedford and moved around a lot as a child between New Hampshire and Massachusetts. They raised a daughter, Joanne, who is now married and has twin sons.

Paul attended MIT and earned his degree in Business Administration. He took over his father's business and worked as an Independent Insurance Agent for 58 years. He formally retired on December 31, 2013. Polly attended Mary Watson College and UVA. Polly worked at an insurance company, but took time off when their daughter Joanne was born, returning to work at Paul's insurance company when Joanne started school.

Paul first became involved in town government in 1961 as a Town Meeting member and has been one ever since. He is currently the most senior elected town meeting member. He says his Town Meeting strategy is to carefully listen to his fellow Town Meeting members before he speaks, and then address only points not previously discussed.

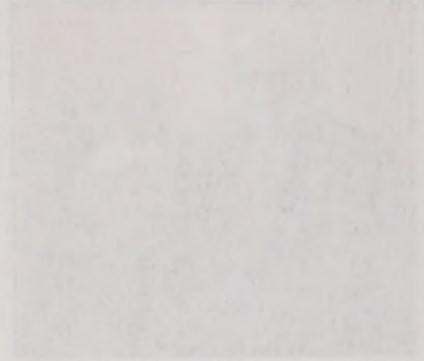
Paul served on the Needham Personnel Board from 1979 - 1985, appointed by the Moderator, serving as chair a few times. He also was a member of the Glover Enterprise Fund Committee from 1994-2001 and the Town Government Review Committee from 1990-1991. Paul joined The Exchange Club in the early 70's and is still an active member today. He considers some of his closest friends to be members of the Exchange Club. Paul was a member of the Needham Historical Society, serving as its Treasurer for 9 years.

In 1992, Polly retired and became involved with the Needham Historical Society, and is a member of its Board of Directors. She has served as the archivist for the last 20 years. It was through her work at the Historical Society that Polly was able to help provide the Needham flag that Astronaut Suni Williams brought into space. The autographed flag is on display at the Historical Society. Polly has been on the Board of Directors for the Richard P. Melick Foundation for about 15 years. She currently serves as the Board's Secretary. Paul and Polly have served as election wardens since 2004 and 2006 respectively.

Paul and Polly were both involved with the Needham 300 Committee and played an instrumental role for the idea of a "birthday party" that evolved into the Boston Pops concert. They volunteered to put this event together, and are very proud of this sold out event. Polly worked with Keith Lockhart to provide him with Needham information and they helped arrange for the Needham High School Chorus to sing the National Anthem.

They feel they are fortunate to be a part of the Needham community and to have forged so many priceless and enduring friendships here. The Attridge's believe that people should give back to the towns that offer so much to their citizens, and Needham is a good example of that theory. They say that Needham is really a community of people – its residents- all committed to doing their part to make Needham a better place to live and watch our future generations grow. They feel most fortunate to be a part of this community.

Paul and Polly were both involved with the Western Hill School Children and played an instrumental role in the idea of a "family party" that evolved into the Western Hill School Children's Christmas Party. Paul and Polly were both instrumental in the idea of the party and were instrumental in the idea of the party. Paul and Polly were both instrumental in the idea of the party and were instrumental in the idea of the party.



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TABLE OF CONTENTS		Page
Message from Board of Selectmen		1
Community Profile		2
GENERAL GOVERNMENT		
Board of Registrars / Town Clerk		3
Board of Selectmen / Town Manager		10
Commissioner of Trust Funds		12
Department of Finance		13
Finance Committee		22
Legal Department		28
Moderator		29
Needham Contributory Retirement System		31
Personnel Board		32
PLANNING & COMMUNITY DEVELOPMENT		
Conservation		33
Council of Economic Advisors		35
Planning		37
PUBLIC SAFETY		
Building Department		43
Fire Department		45
Police Department		46
EDUCATION		
Minuteman Regional Vocational Technical School District		49
Needham Public Schools		67
HUMAN SERVICES		
Council on Aging		77
Public Health		81
West Suburban Veterans Services District		93
Youth Services		96
PUBLIC WORKS		
Department of Public Works		103
PUBLIC FACILITIES		
Public Facilities – Construction		108
Public Facilities – Operations		114

TABLE OF CONTENTS	Page
COMMUNITY SERVICES	
Commission on Disabilities	120
Community Preservation Committee	123
Golf Club Advisory Committee	124
Human Rights Committee	125
Needham Historical Commission	129
Needham Free Public Library	131
Needham Housing Authority	135
Park and Recreation	139
OTHER	
Norfolk County Registry of Deeds	143
Metropolitan Area Planning Council – Three Rivers Interlocal Council (TRIC)	145
County of Norfolk	153
Norfolk County Mosquito Control District	154
TOWN OFFICIALS	156
TOWN MEETING MEMBERS	162
TOWN OF NEEDHAM RETIREE INFORMATION	165
IN MEMORIAM	165
APPENDICES	
General Fund Balance Sheet	
Statement of Net Position	
Statement of Budget Appropriations and Expenditures for the General Fund	
Statement of Budget Appropriations for RTS Enterprise Fund, Sewer Enterprise Fund, and the Water Enterprise Fund	
Schedule of Trust Funds	
Tax Rate Recapitulation	



A Message from the Board of Selectmen

The Annual Town Report is a document that is issued each spring containing information from the fiscal year that ended the previous June. First and foremost, the report is intended to provide citizens with an accounting of the appropriations and expenditures of the previous fiscal year. The report also contains descriptions of the operations and accomplishments of the various Town departments, boards, and committees, and those regional organizations that had an impact on the operations of the Town in fiscal year 2015.

The Town produces several other documents that will provide residents and property owners with information on Town operations. The Town Manager's Fiscal Year 2017 proposed budget can be obtained from the Office of the Town Manager or at the Town's website at www.needhamma.gov. The budget document contains an analysis of the Town's current financial condition and trends affecting municipal finance. Also included in the proposed budget are goals and objectives of the various departments, boards and committees for the coming year. A companion document to the Proposed Budget is the 2017-2021 Capital Improvement Plan, a summary of which is included in the Proposed Budget for easy reference. The CIP contains valuable information about the capital projects that have been funded in the past four years and those proposed for fiscal year 2017 through 2021. The document also includes a comprehensive list of the Town's outstanding and proposed debt financing obligations. The entire 2017 – 2021 Capital Improvement Plan is also available on the Town's website. The warrant for the 2016 Annual Town Meeting is also available online. It provides interested residents with the items that will be debated at the Town Meeting. The warrant includes the Annual Report of the Finance Committee, as well as the Finance Committee's proposed budget for fiscal year 2017. The warrant also includes a summary table of the Town's current debt obligations.

The Board of Selectmen and Town Manager wish to thank the Town staff and the many citizens, volunteers, committee members and others, whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed by the Selectmen should send a letter of interest to the Selectmen's Office at Town Hall or visit www.needhamma.gov/committeevacancy.

~ Community Profile ~

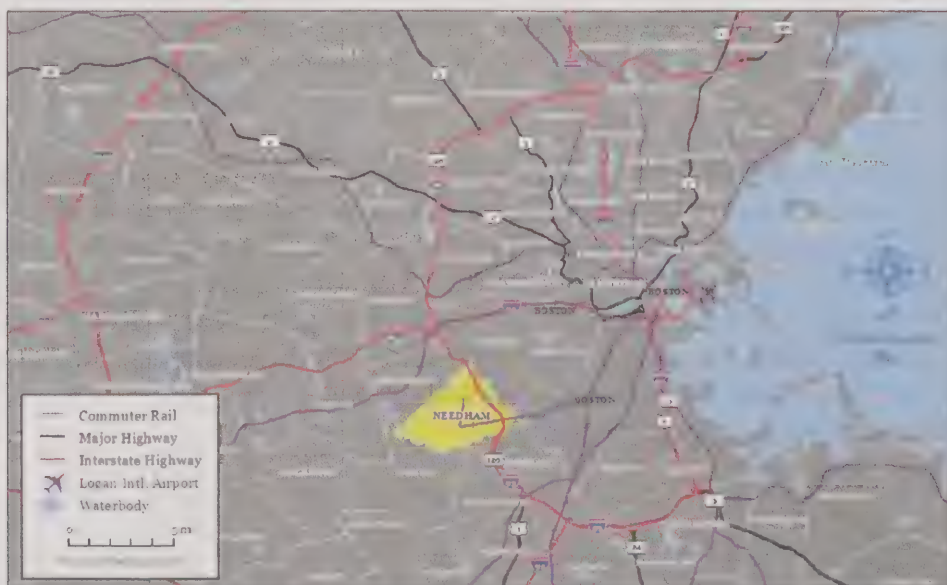
The Town of Needham is located on rocky uplands within a loop of the Charles River in Eastern Massachusetts. The town is bordered by Wellesley on the west and northwest, Newton on the north and northeast, the West Roxbury section of Boston on the east, Dedham on the southeast and south, and Westwood and Dover on the south. Needham is ten miles southwest of Boston, twenty-nine miles east of Worcester, and about 208 miles from New York City. The town has a total area of 12.70 square miles and a total land area of 12.61 square miles.

Needham is situated in the greater Boston area, which has excellent rail, air, and highway facilities. Principal highways are State Routes 128 (the inner belt around Boston) and 135, and Interstate Route 95, which shares the same roadway as State Route 128. Commuter rail service is available via four stations to Back Bay Station and South Station in Boston. Needham is a member of the Massachusetts Bay Transportation Authority (MBTA), which provides fixed bus route service between Needham Junction and Watertown Square.

Needham was incorporated in 1711 and has experienced numerous changes over its history. Early settlers relied primarily on agriculture and grazing plus some winter lumbering with orchards and tanneries as supplements in the 1700s. Saw and gristmills were opened along the Charles through the 18th century. Extension of the rail and land speculation encouraged settlement, and the town saw the growth of industrial employment and production at the same time during the mid-19th century. Needham manufacturers made knit goods, underwear, hats, shoes and silk, although attempts to cultivate silk worms were short-lived.

Land speculation, housing development and knitted underwear continued to be the foundation of Needham's economy into the 20th century, with the famous William Carter Corporation prominent in the children's knitwear industry. The construction of Route 128 in 1931 opened portions of the town to development as part of the high-tech highway in the post-World War II electronic industrial boom. The creation of one of the nation's first industrial parks in 1950, the later addition of high technology firms, the improvement of access to Route 128 and Boston, and Needham's fine schools and public services have contributed to the Town's emergence as one of the more desirable suburbs of Boston.

While Needham has developed over the years, population figures have remained relatively stable since the 1970s, ranging from 29,748 in 1970 to 27,901 in 1980 to 27,557 in 1990 to 28,911 in 2000 to 28,886 in 2010 (source: U.S. Census).



TOWN CLERK



*Theodora K. Eaton, MMC, Town Clerk
Helen F. Atkinson, Assistant Town Clerk
Sharon L. Tedesco, Department Specialist
Kevin T. Pendergast, Department Assistant
Joyce M. Carlezon, Part-Time
Marie Crimmins, Part-Time
Mary T. Hunt, Part-Time*

Historically, the position of Town Clerk dates back to biblical times when clerks were often considered scribes or scholars. Their writings became the official records of the period. Today the Town Clerk continues as the official record keeper for the town and records all official business conducted at Town Meetings and elections and provides a wide variety of services to the general public as well as local, state and federal governments. The major functions of the Town Clerk's Office are spelled out in

over 73 chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Other responsibilities include records management, registration and certification of vital statistics, voter registration, licensing, compilation of the Annual Census and the Street/Voting Lists, Board of Appeals and Planning Board decisions, and the

most complex - those relating to elections and Town Meeting. Fairly new is the State Ethics Commission's enabling act of 2009 which requires city and town clerks to provide municipal employees, including elected and appointed officials, with an annual summary of the Conflict of Interest Law as well as instruction on how to complete the mandatory online training requirements biannually. Another part of this legislation, the revision of the Open Meeting Law, provides that municipal clerks are now required to post meeting notices and agendas of all committees and boards at least 48 hours prior to the meeting exclusive of Saturdays, Sundays, and holidays. This seemingly simple requirement can be quite time consuming in a community of over 31,000!

The Town Clerk's Office is often considered the core of local government serving as the central information point for local residents. The Town Clerk's Office serves as Commissioners to Qualify Oath of Office for the Commissions Division of the Office of the Secretary of The Commonwealth and, until January 1, 2012, as licensing agents for the Division of Fish & Wildlife. At that time the Division of Fisheries & Wildlife began to issue licenses electronically. One of the requirements was that the State's vendor would withdraw license fees from the town's checking account on a weekly basis. Since this was not permitted by most communities (including Needham) we could not continue selling Fish and Game licenses. From July, 2000 until May, 2011 the Town Clerk's Office served as a Passport Agency for the U. S. Department of State. The U. S. Department of State has determined that offices in which birth certificates are issued can no longer serve as a Passport Agency. Luckily, the Needham Town Manager's Office has taken over this process.

The number of Town Meetings and elections varies from one fiscal year to the next ranging from one Town Meeting and one Election to multiple Town Meetings and Elections (not including any specials called by the Commonwealth of Massachusetts or the Board of Selectmen). The Annual Town Election is held on the second Tuesday in April and the Annual Town Meeting begins on the first Monday in May according to Needham's Town Charter. Fiscal

Year 2015 was a little busier than Fiscal Year 2014. We conducted the State Primary and the State Election in September and November, 2014 plus **one** Fall Special Town Meeting on Monday, October 27, 2014. We conducted the Annual Town Election on Tuesday, April 14, 2015 plus the Annual Town Meeting and the Special Town Meeting in the May. The following is a comparison of the number of elections and town meetings in Fiscal Year 2014 and 2015:

Fiscal Year 2014

- | | |
|--|--|
| 🕒 Special Town Meeting – Monday,
November 4, 2013 | 🕒 Annual Town Meeting – Monday,
May 5, 2014 |
| 🕒 Annual Town Election – Tuesday,
April 8, 2014 | 🕒 Special Town Meeting – Monday,
May 12, 2014 |

Fiscal Year 2015

- | | |
|--|---|
| 🕒 State Primary – Tuesday,
September 9, 2014 | 🕒 Annual Town Election – Tuesday,
April 14, 2015 |
| 🕒 Special Town Meeting – Monday,
October 27, 2014 | 🕒 Annual Town Meeting – Monday,
May 4, 2015 |
| 🕒 State Election – Tuesday,
November 4, 2014 | 🕒 Special Town Meeting – Monday,
May 11, 2015 |

The Special Town Meeting of October 27, 2014 disposed of 10 articles in one session; the Annual Town Election for the election of Town Officers and Town Meeting Members had one of the worst voter turnouts ever - 7.41% - and is the most costly election. The Annual Town Meeting beginning May 4, 2015 disposed of 50 articles in three sessions; and the Special Town Meeting of May 11, 2015 held within the Annual Town Meeting disposed of 6 articles.

FY2015 HIGHLIGHTS

The statewide vital records electronic birth program became a reality in 2011 and is working extremely well. The State Department of Vital Statistics continues to add birth records to the system currently dating back to 1987. With the new statewide electronic death module going „live” as of September 1, 2014, the Board of Health turned over the designation of burial agent to the Town Clerk as of November 2014. The Town Clerk and staff have all been designated burial agents for the Town of Needham which has made the new electronic death system more efficient and effective. This office is waiting for the final vitals system to become live – marriage certificates. This has really modernized the vital records program statewide and is beneficial to all involved.

The Special Town Meeting of October 27, 2014 approved 10 articles including three zoning by-law amendments. The State Primary in September had a 24.10% turnout, the State Election in November had a 65.96% turnout and the Annual Town Election in April had a 7.41% turnout. The Annual Town Meeting approved 46 of 50 articles including six Zoning By-Law amendments. Under Article 16 Town Meeting approved the FY2016 Operating Budget in the

amount of \$135,799,837. Total appropriations including the Fiscal Year 2016 Operating Budget approved at the Annual Town Meeting totaled \$161,046,514. An additional \$2,216,500 was authorized for borrowing which includes rescinding prior borrowing authorization in the amount of \$1,418,500. The Special Town Meeting of May 11, 2015 approved six articles. The Zoning By-law amendments of all Town Meetings were subsequently approved by the Attorney General.

The following is a comparison of the Town of Needham's vital statistics compiled during the past six fiscal years.

VITAL STATISTICS

	<u>FY2015</u>	<u>FY2014</u>	<u>FY2013</u>	<u>FY2012</u>	<u>FY2011</u>	<u>FY2010</u>
<u>Births to Residents:</u>						
7/1/14 - 12/31/14	128	141	126	149	132	164
1/1/15 - 6/30/15	<u>117</u>	<u>134</u>	<u>153</u>	<u>149</u>	<u>129</u>	<u>126</u>
Total Births:	245	275	279	298	261	290
<u>Deaths: Residents</u>						
7/1/14 - 12/31/14	102	116	112	125	117	139
1/1/15 - 6/30/15	<u>139</u>	<u>134</u>	<u>113</u>	<u>183</u>	<u>126</u>	<u>122</u>
Residents:	241	250	225	308	243	261
<u>Deaths: Non-Residents</u>						
7/1/14 - 12/31/14	141	143	85	73	124	114
1/1/15 - 6/30/15	<u>121</u>	<u>123</u>	<u>137</u>	<u>117</u>	<u>111</u>	<u>150</u>
Non-Residents:	262	266	222	190	235	264
Total Deaths:	503	516	447	498	478	525
<u>Marriages:</u>						
7/1/14 - 12/31/14	46	45	49	51	69	50
1/1/15 - 6/30/15	<u>17</u>	<u>44</u>	<u>33</u>	<u>30</u>	<u>31</u>	<u>26</u>
Total Marriages:	63	89	82	81	100	76

Dog Licenses Issued:

7/1/14- 6/30/15

	FY15	FY14	FY13	FY12	FY11	FY10
* Male & Female Dogs @ \$25	192	193	145	238	164	169
* Spayed & Neutered Dogs @ \$20	2598	2782	2552	2513	2591	2361
* Kennels @ \$ 50	8	42	43	45	42	41
* Kennels @ \$ 75	3	9	8	9	7	7
* Kennels @ \$150.	0	0	0	0	0	1
Hearing Dogs - No Charge	0	2	0	0	0	1
Seeing Eye Dogs - No Charge	2	0	1	1	0	1
Transfers @ \$1.00	5	0	7	5	3	3
Prior Years' Licenses (7 @ \$20)	7	0	0	0	0	0
Prior Years' Licenses (0 @ \$15)	0	9	0	0	0	0
Prior Years' Licenses (19 @ \$10)	19	67	17	30	28	19
Replacement Licenses @ \$1.00	<u>24</u>	<u>19</u>	<u>21</u>	<u>16</u>	<u>31</u>	<u>17</u>
TOTAL	2856	3123	2794	2857	2866	2619

* The Board of Selectmen voted to increase the dog license fees effective January 1, 2014. The dollar amount in the first five categories represents the new fee.

Fiscal Year Revenues Paid to Town Treasurer
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Fiscal Year	2015	2014	2013	2012	2011
Passports	0	0	0	0	3,650.00
General Fees	89,964.85	104,885.10	100,086.90	82,911.30	113,498.42
Liquor Licenses	86,145.00	96,630.00	75,805.00	74,724.00	70,095.00
Other Licenses	23,249.00	24,387.00	20,498.00	19,823.00	21,192.00
Dog Licenses	57,744.00	61,635.00	29,368.00	30,731.00	30,089.00
Fish & Game	0	0	0	34.25	141.70
	\$257,102.85	\$287,537.10	\$225,757.90	\$208,223.55	\$238,576.12
SOS, UCC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sub Total	\$257,102.85	\$287,537.10	\$225,757.90	\$208,223.55	\$238,576.12
Fish & Game Pd to State	0	0	0	605.25	2,487.50
TOTAL	\$257,102.85	\$287,537.10	\$225,757.90	\$208,828.80	\$241,063.62

The Town Clerk's Office is oriented to serve the public and is open daily from 8:30 A.M. until 5:00 P.M. Monday through Friday and from 7:30 P.M. to 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. to 9:00 P.M. on the third Tuesday evening. Please check with the Town Clerk's Office for any changes in special evening hours.

BOARD OF REGISTRARS

*John W. Day, Chairman
Barbara B. Doyle
Ann M. Cosgrove
Theodora K. Eaton*

PURPOSE

The Board of Registrars consists of four members of which one member is the Town Clerk by virtue of the office. The remaining members are appointed by the Board of Selectmen for alternate three year terms. This Board can be compared to an Election Commission in a city and the Elections Division of the Office of the Secretary of the Commonwealth at the state level. The board must always contain, as nearly as possible, representatives of the two leading political parties - Democrats and Republicans - and no more than two members of each. Our long time Registrar, Mary J. McCarthy, retired on March 1, 2013 after more than 35 years of service as one of Needham's Registrars. We wish her the very best in all future endeavors. She will be missed by all. Subsequently, the Board of Selectmen appointed a new Registrar effective March 19, 2013. We welcomed Ann M. Cosgrove as the newest member of the Board of Registrars.

The Town Clerk and office staff carries out the functions of the Board of Registrars. These responsibilities include the conduct of elections and recounts, voter registration, compilation of the Annual List of Residents (the Town Census), publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording of Town Meeting attendance.

The Board of Selectmen voted to change five of the ten polling locations effective with the April 8, 2014 Annual Town Election. The polling places have been designated as follows:

Precinct A - Center at the Heights
Precinct B - Center at the Heights
Precinct C - Newman School - Gymnasium
Precinct D - Newman School - Gymnasium
Precinct E - Broadmeadow School Performance Ctr

Precinct F - Needham High School - Gymnasium
Precinct G - Needham High School - Gymnasium
Precinct H - Broadmeadow School Performance Ctr
Precinct I - William Mitchell School - Gymnasium
Precinct J - William Mitchell School - Gymnasium

FY2015 HIGHLIGHTS:

The Board of Registrars conducted three elections in Fiscal Year 2015 compared to one election in Fiscal Year 2014 – the State Primary in September, the State Election in November, and the Annual Town Election in April. The November State Election had four ballot questions including eliminating the gas tax indexing, expanding the beverage container deposit law, expanding prohibitions on gaming, and earned sick time for employees. The voter turnout for the Annual Town Election was one of the worst in my history as Town Clerk and one is always the most costly. The good news is that the Town purchased the new ImageCast Vote Tabulator voting machines in time for the Annual Town Election on Tuesday, April 14, 2015. The bad news is that the Annual Town Election has one of the worst voter turnouts in my history as Town Clerk.

State Primary	Tuesday, September 20, 2014	4,833 or 24.10%
State Election	Tuesday, November 8, 2014	13,411 or 65.96%
Annual Town Election	Tuesday, April 14, 2015	1,552 or 7.41%

The Annual Town Listing of Residents was conducted by mail again this year. 70% returned the census forms over a four month period. We then reviewed those addresses that had not responded and sent out follow-up census forms. Once again, the Annual Census included a request for Veteran status. The dog license application was included again with instructions on how to license your dog on the new Online Pet Registration program that was to go "live" on January 2, 2015. In accordance with Massachusetts General Laws the Annual Census is used to purge the Town's voting list, provide a listing for use by the Jury Commission, provide listings of school-age residents under the age of 21 for the School Department, and compile the list of dog owners. It is also used for public safety purposes as well as federal funding. It is very important to get a full and accurate count. In order to accomplish this, we need each and every household to send in their census forms. Hopefully the return will be even greater in 2016.

Upon completion of the local listing, confirmation notices were sent to all those registered voters who were not reported as living in Needham on January 1st. Those voters who proved residence were reinstated; those voters who responded with notification of a residence outside of Needham were removed from the Voting List; and those voters who did not respond to the confirmation notice were placed on the inactive voting list. The inactive voter status remains until the conclusion of the second biennial state election at which time those inactive voters are permanently removed from the Town of Needham's voting list. Names were also removed because of death and other changes in voting status. Upon completion of the annual census, the total number of registered voters was 20,008 plus 933 inactive voters. The 2015 population for the Town of Needham includes 30,513 residents plus 933 inactive voters for a total of 31,446. The registered voters were comprised of 6,657 Democrats, 2,484 Republicans, 10,813 enrolled, and 54 miscellaneous political designations. 933 inactive voters brought the total number of registered voters to 20,941.

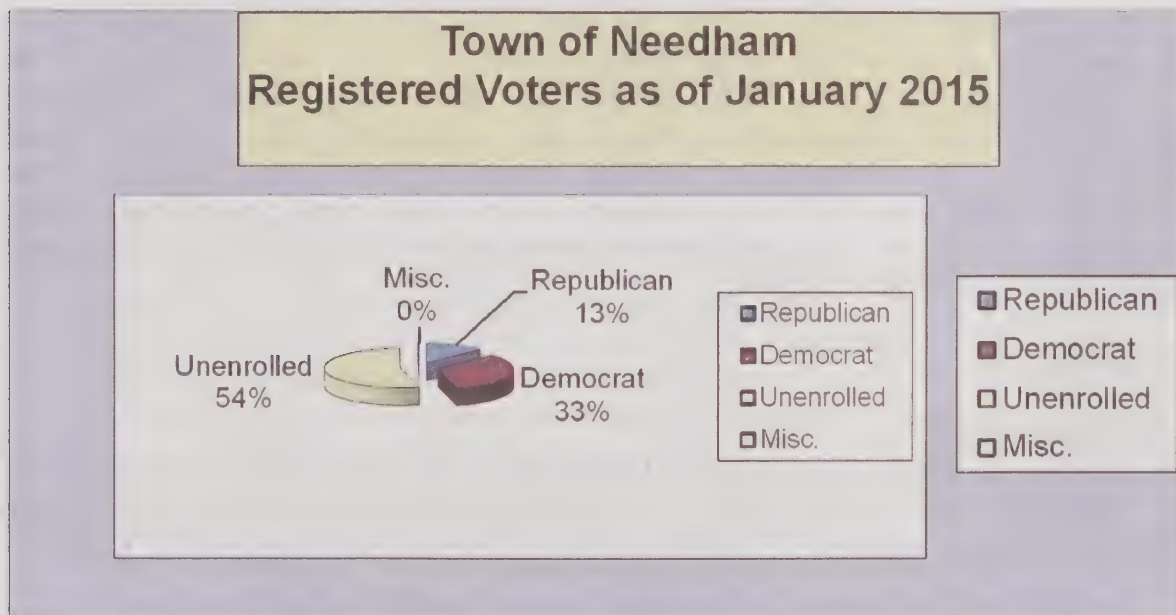
ANNUAL TOWN CENSUS POPULATION

ALL	VOTERS + INACTIVE VOTERS	RESIDENTS	* ALL
1990	17,693	28,568	
1991	18,284	28,470	
1992	18,092	28,134	
1993	18,504	28,074	
1994	17,703	28,384	
1995	18,212	28,740	
1996	18,490	29,156	
1997	19,306	29,340	
1998	19,514	29,925	
1999	18,237	28,630	29,789
2000	18,271	28,860	30,218
2001	18,741	29,019	30,130
2002	18,555	29,237	30,609
2003	18,593	29,376	30,276
2004	18,437	29,107	30,581
2005	18,712	28,996	29,990
2006	18,396	29,078	30,288

2007	18,642	1,043	29,414	30,457
2008	18,903	1,370	29,452	30,822
2009	19,463	934	29,973	30,907
2010	19,269	1,350	30,128	31,478
2011	18,802	1,320	29,636	30,956
2012	19,475	1,163	30,351	31,514
2013	20,340	579	30,720	31,299
2014	20,015	703	30,647	31,351
2015	20,008	933	30,513	31,446

* Includes Inactive Voters beginning in fiscal year 1999

The 2010 Federal Census was conducted in April, 2010 with a stated population for the Town of Needham of 28,886. It is interesting to note that the Federal Census counts students as living at their colleges and universities while the Town counts students as living at the home of their parents. This variation accounts for the difference in local and federal population totals. The Local Elections Districts Review Commission has approved the town's federal census numbers and this became effective on December 31, 2011. Subsequently, the Town's voters were notified of their new polling locations and all Representative Town Meeting members ran for election at the April 10, 2012 Annual Town Election. Those Town Meeting members who receive the top one-third votes received the three-year term. Those with the second one-third votes received the two-year term. And those with the last one-third votes received the one-year term.



BOARD OF SELECTMEN / TOWN MANAGER

BOARD OF SELECTMEN

John A. Bulian, Chairman
Maurice P. Handel, Vice-Chair
Matthew D. Borrelli, Clerk
Marianne B. Cooley
Daniel P. Matthews

Kate Fitzpatrick, Town Manager
*Christopher Coleman, Assistant Town
Manager/Operations*
Elizabeth Dennis, Director of Human Resources

DEPARTMENT STAFF

OFFICE OF THE TOWN MANAGER
Sandy Cincotta, Support Services Manager
Nikki Witham, Department Specialist
Louise Kempt, Department Assistant

HUMAN RESOURCES

Sophie Grintchenko, HR Administrator
Ellen Reulbach, Administrative Assistant
Chuck Murphy-Romboletti, Management Fellow

The Board of Selectmen consists of five individuals elected for staggered three-year terms, and serves as one part of the Executive Branch of government for the Town, which it shares with other elected and appointed boards. The Board of Selectmen customarily meets on the second and fourth Tuesdays of the month, except in July and August, when meetings are generally held only once per month, and in April, when the Board's meetings are scheduled around the annual municipal election. Meetings begin at 6:45 p.m. at Town Hall. From 6:45 to 7:00 p.m., residents who wish to informally discuss matters with the Board may do so. Residents are asked to contact the office and make an appointment. Other meetings may be scheduled as needed and are posted at Town Hall and on the Town's official web site www.needhamma.gov.

The Board of Selectmen appoints a Town Manager, who, along with the Assistant Town Manager/Operations, is responsible for the administration of the day-to-day operation of the Town. The Director of Human Resources provides personnel and benefit management assistance to all Town Departments, Boards and Committees. The Assistant Town Manager/Operations, the Director of Human Resources, and the Assistant Town Manager/Finance serve with the Town Manager as the Town's senior management team, responsible for negotiations with, and contract administration for the Town's six general government collective bargaining groups.

FY2015 IN REVIEW

Selectmen Organization

In April 2015, John A. Bulian and Maurice P. Handel were re-elected to three-year terms on the Board of Selectmen. Following the annual Town election, the Board re-organized with Maurice P. Handel as Chairman, Matthew D. Borrelli as Vice Chairman, and Marianne B. Cooley as Clerk.

PROGRESS TOWARD BOARD GOALS FOR THE COMMUNITY

The Board of Selectmen annual reviews its goals and objectives for the year. Progress toward community goals in FY2015 included the following:

Maximize the use of Town assets and ensure that Town and School services are housed in buildings that provide suitable and effective environments.

- The Board developed a draft list of properties for potential acquisition. Additional input was received from other boards with jurisdiction over Town land.
- An RTS Superintendent and Assistant Superintendent were appointed in December, 2014. The RTS Superintendent provided the Board with an overview of the facility, along with challenges and opportunities for the coming years on June 23, 2015.
- A preliminary version of the Facility Financing Plan was presented to the Board on December 23, 2014, and a final version was included in the Facility Master Plan released in March, 2015. Individual financing plans will be developed for each major capital project.
- A subcommittee was organized comprised of Minuteman communities to develop a prototype Inter-municipal Agreement leading toward adoption of a new Regional Agreement. Progress toward that goal is on-going.
- The St. Mary Street water pumping station project was substantially complete by the end of FY2015.

Maintain and improve the vitality and economic success of the Town.

- The Board approved the Needham Heights Permit Parking program at its meeting on December 23, 2014. The program was implemented in March, 2015.
- The Town engaged in discussions and developed several plans for partnering with businesses with respect to trash collection in or adjacent to municipal lots. A dumpster consolidation plan is in development for the Chapel Street lot.
- The Streetscape Committee completed its initial work, and held a public information session on June 4, 2014. The Town's consulting engineer for the project, BETA, is in the process of designing the first phase of the project – the replacement of the traffic signals and geometric changes to the intersections of Great Plain Avenue and Dedham Avenue, Highland Avenue, Chapel Street and Chestnut Street. Construction for Phase 1 is expected to begin in 2016.
- The Town has partnered with MassDOT to ensure that the First Avenue Intersection was broken off as a separate project and funded by MassDOT for 2016. The 25% design hearing, the last major milestone, was held in Needham on December 3, 2014. In addition, the Town secured a State MassWorks grant for the reconstruction of Highland Avenue from Wexford Street to the Charles River Bridge. Construction on the project is expected to begin in 2016. The Town of Needham and the City of Newton were also successful in advancing the remainder of the corridor project to FY2018 on the approved transportation improvement plan for the Commonwealth.
- The Board held a public hearing on August 19, 2014, and as a result voted to amend the Liquor regulations to expand hours of operation for Sundays and most holidays.

Expand energy efficient and environmentally sound operations for the Town and its residents and businesses.

- The Town executed an Energy Management Services Agreement with SolarCity and the project to place a photo voltaic array at the RTS is moving forward.

Maintain and develop amenities that contribute to the desirability of Needham as a place to live and work.

- An American Flag inventory was developed with the assistance of the Fire Department, Police Department, Public Works Department, Park and Recreation Department and Public Facilities Department. The report was distributed on June 26, 2015.
- Town Meeting appropriated CPA funds for the design of boat launch improvements at the Charles River on South Street near Livingston Circle. The plan for the ADA Trail around the Needham Reservoir includes enhanced fishing areas for people of all abilities.
- The reconstruction of the Eastman trail and Newman fields was funded and is underway.
- The Board has engaged with the Council on Aging to work on expanding the hours of operation for the Senior Center. The Health & Human Services Department Managers are actively engaged in efforts to expand services at the Center.
- The Board participates in the Large House Task Force which is expected to make recommendation on zoning amendments related to residential construction in fiscal year 2016.

Maintain and Enhance the Town's Financial Sustainability

- The Town Manager's budget included a proposal to increase funding for the Athletic Facility Fund to meet the total replacement cost of the two synthetic turf fields by the time of replacement, and to begin to set aside funds for the renovation or reconstruction of the Memorial Park Fieldhouse.
- In consultation with the Board of Selectmen and Finance Committee, the School Committee voted to recommend that the 1:1 device program be funded by the Town rather than by families. The FY2016 School Department operating budget approved by Town Meeting included funding for the program.
- The Town maintained its AAA bond rating.

COMMISSIONER OF TRUST FUNDS

Our mission as
Commissioners of Trust
Funds (COTF) is twofold:

Joseph P. Scalia, Chairman (elected to serve April 2013 to April 2016)
Jack Cogswell, Vice-Chairman (appointed to serve May 2015 to April 2016)
Heydon Traub, Secretary (elected to serve April 2015 to April 2018)

1) prudent investment of Needham's various Trust Funds, using a long-term horizon, and 2) prudent disbursement of Trust Funds in a manner consistent with the donor's wishes. Our third goal is to increase the number of assets we oversee, and to prudently grow those assets.

The Commissioners review the investment policy annually. This review resulted in the Needham COTF formally updating our investment policy for Trust Funds in 2009 and again in 2011, specifying a percentage target range of asset allocation among various asset classes. This policy delineates our target asset allocation among various asset classes. Trust Funds are pooled for investment purposes, (yet accounted for separately), which allows for a reduction of management fees and a broadly diversified portfolio, including Fixed Income investments, and Domestic and International Equity securities.

The COTF currently has oversight of 82 trusts. About 50% of assets are Needham school related, with most of these trusts earmarked for scholarships, awarded annually to Needham High School graduating seniors. About a quarter of the assets in the overall Needham Trusts are for general use purposes of our town Library. The remaining 25% of trusts are for a wide variety of purposes, such as Park and Recreation, the Council on Aging, Domestic Violence Prevention, the Community Revitalization Trust, Drug and Alcohol Abuse Prevention, and others.

Through contributions to existing trusts, establishment of new trusts, prudent financial management, and modest investment market gains, the Trusts have grown over the past ten years from a total of \$2.7 million at the end of fiscal year 2005, to about \$6.0 million at the end of fiscal 2015.

In complying with the various trust agreements we emulate a time honored practice used by Foundations and Endowments, to disburse about 4% of a Trust's balance each year, irrespective of the earnings in the prior year. With the goal of realizing a return from our Trust's diversified portfolio in the 6%-8% range per annum over a market cycle, we thus expect the value of the Trusts to grow slightly and preserve the inflation-adjusted value of the Trusts for future generations. This fiscally disciplined approach allows a more predictable annual stream of disbursements, rather than relying on the rate of return in any one particular year, and has been well received by the beneficiaries of the Trusts.

Our third goal is to increase the visibility of the Town Trust Funds. Contributions to existing trusts are always welcome, and a new trust to benefit some aspect of town life can be established for as little as \$5,000. The Trust Fund Commissioners continue to seek contributions and bequests from civic minded citizens with a desire to improve our community for present and future generations. We are eager to assist in the establishment of additional trusts, and will work with town residents, estate planners and attorneys to establish a Trust for any worthy civic purpose. A trust is a wonderful way to commemorate an individual, a special event, or to support a designated Town purpose.

Please contact one of the Commissioners or the Town Treasurer's office if you or your organization would like further information about the Town Trusts. Your contributions are tax deductible.

DEPARTMENT OF FINANCE

*David Davison, Assistant Town Manager Director of Finance; **Accounting:** Michelle Vaillancourt, Town Accountant; Therese Altieri, Assistant Town Accountant; Terry Caruso, Accounts Payable Administrative Specialist; Lisa McDonough, Department Specialist; Suzanna Patch, Payroll Coordinator; **Assessing:** Hoyt B. Davis, Jr. Director of Assessing; Nancy Martin, Assistant Director of Assessing; Karen Rogers, Department Specialist; Stanley Winston, Field Assessor; **Information Technology Center (ITC):** Roger MacDonald, Director of Management Information Systems; Benjamin Anderson, GIS Database Administrator; Steve Freeman, Computer Operator; Stephen Goold, Technology Support Technician; Matthew Tocchio, Network Manager; Terry Wolfson, Applications Administrator; **Office of the Parking Clerk:** Tom Leary, Parking Clerk **Procurement:** Tatiana Swanson, Finance and Procurement Coordinator; **Treasurer/Collector:** Evelyn Poness, Town Treasurer and Tax Collector; Diane Ryan, Assistant Treasurer Collector; Kristin Bent, Department Assistant 2; Zhiwen Fung, Department Specialist; Caren Goldberg, Department Specialist; James "Gordon" McMorrow, Department*

DEPARTMENT DESCRIPTION

The Department of Finance consists of the offices of Assistant Town Manager/Director of Finance, Accounting, Assessing, Information Technology, Parking Clerk, and the Treasurer/Collector. The Department is responsible for the overall financial management of the Town, including advising and updating the Town Manager, Board of Selectmen, Finance Committee, and other interested parties on the Town's financial condition. Services provided include, but are not limited to, preparation of the five-year Capital Improvement Plan, financial status reports, cash management, debt management, property valuation assessments, citizen assistance programs, property tax and utility billing, collection activities, risk management, audit review and internal financial controls. Additionally, the Department oversees Town compliance with the Uniform Procurement Act, and hears appeals on and enforces the collection of parking fines. The Department also provides and supports system-wide applications and the Town's computer network. The Information Technology Center (ITC) also supports and hosts a number of specific software applications for various functions of municipal government.

The Department is responsible for complying with a myriad of municipal finance laws and regulations as well as meeting the financial reporting requirements of the Federal and State government. These financial controls are essential in order to properly safeguard taxpayer dollars. Much of the activity of the Department of Finance involves the day to day management of the Town's finances including the \$129 million general fund budget, \$16 million in special revenue, \$17 million in enterprise funds (water, wastewater and solid waste), as well as trust funds. The Department also monitors and reviews the capital spending activity of all departments. The Department processes the payroll including all monthly, quarterly and annual reports for Town and School employees. On a weekly basis, the Department processes hundreds of invoices for payment to vendors, and for services and supplies procured by Town departments.

PERSONNEL CHANGES

Two new members joined the Department of Finance last year, Terry Wolfson as Applications Administrator in the Information Technology Center, and Wendy Fung as Department Specialist for the Treasurer/Collector office. Terry Wolfson was hired as the Applications Administrator in August 2015 to fill the position that had been vacant for almost a year. Terry was working for the Department of Public Works when she was hired by the Finance Department. She started her employment with the Town of Needham in 2013. Prior to joining the Town of Needham, she gained a wide-range of experience in database management and technology systems from private businesses. In September 2015, Wendy Fung was hired to fill the Department Specialist vacancy in the Treasurer/Collector's office that occurred in June 2015 with the departure of Laura Josselyn who moved on to a new local opportunity. We welcome Terry and Wendy to the Finance Department, and wish Laura well with her future endeavors.

FY2015 HIGHLIGHTS

Most all budgeted appropriations occur at the Annual Town Meeting which is held prior to the start of a fiscal year. Subsequent appropriations and line item amendments are made at a special town meeting usually held in the fall. Often the subsequent actions are known or expected at the time of the Annual Town Meeting, but are not presented or acted upon at that time because

additional information or other requisite action is needed. Usually in May, prior to the June 30 fiscal year end, Town Meeting acts on other requests for budget line transfers and reallocation of operating resources to capital, other financial warrant articles, and formal reserves. The final budget total for fiscal year 2015 was amended upward by \$289,592, change of 0.2% from the original budget. The original budget was approved at \$129,242,307.

The Town appropriated an additional \$177,667 to its budgetary reserve fund which is under the control of the Finance Committee. The Town also increased its reserve for classification, performance, and settlements in the amount of \$50,167 which was in connection with labor contract settlements. Town Meeting also amended two departmental budgets, the Department of Public Works (DPW) and the Health Department. The DPW operating budget was increased by \$10,000 to support the new off-leash dog area that was constructed in Town. This new amenity is funded in part by an increase in the dog license fee. The increase in the fee was approved last year by the Board of Selectmen in part to pay for associated operating expenses for this new park. The Health Department budget was increased by \$51,758 to provide $\frac{3}{4}$ of the fiscal year funding for a Substance Abuse Coordinator position that was previously funded in full by a Federal Grant. Town Meeting also transferred \$200,000 from the Town's health insurance budget to its other post-employment benefit (OPEB) expense. The transfer was done to make an additional payment towards the Town's OPEB liability. The Town has taken similar actions in the past by reallocating budgeted funds which were not needed to pay employee health insurance costs and to use those funds to pay down its retiree health insurance liabilities. Our addressing this liability in a proactive manner has often been referenced by Standard and Poor's as one of the reasons that the Town of Needham has maintained its AAA rating. This is the highest credit quality rating from S&P and it benefits the Town and the taxpayers by getting the Town lower interest rates on its debt and hence lowers capital costs.

During fiscal year 2015, the Town realized revenue in excess of budget of \$3.1 million, and realized budget savings of \$2.0 million relative to expenditures. Revenues in excess of budget were similar to the fiscal year 2014 results, but the budget return was lower than the fiscal year 2014 return of approximately \$2.5 million. The overall results were within the range of the past few years.

Motor vehicle excise tax revenue continued to grow and came in at \$1.3 million over budget which was 6.5% more than actual receipts in fiscal year 2014. Revenue generated from other taxes and penalties was more than \$690,000 over the estimate, which was 14.6% more than the fiscal 2014 actual revenue. This was a lower percent increase than the fiscal year 2014 actual was over the fiscal year 2013 actual, where fiscal year 2014 was 25% higher than fiscal year 2013. Revenue from licenses and permits came in over the estimate, by more than \$274,000. However the actual revenue for fiscal year 2015 was 26% less than the actual revenue for fiscal year 2014 (\$1,702,030 vs \$2,306,750), but there were some very large value commercial permits issued during 2014 that contributed to the higher amount in 2014. The Town continues to see a demand for new construction. The combination of motor vehicle excise, permit and license revenue, and other local tax receipts contributed approximately 73% of the total General Fund surplus, down from the 85% that these sources made up for 2014.

The General Fund operating budget returned \$1,944,545 or approximately 1.5% of the total

operating budget appropriation. The return for fiscal 2014 was \$2,463,826 or approximately 2.0% of the appropriation for that year. The highest dollar turn back was from the Police Department in the amount of \$532,994 or approximately 8.8% of the budget. The return was higher than usual due to several vacancies in the department during the year and lower than expected fuel costs for the vehicles. The Finance Department returned \$221,552 (8.8%), which similar to the Police Department, had several vacancies during the year, in addition the department restructured its tax assessing division which reduced the number F.T.E's hence lowering personnel cost for the year. The Department of Public Facilities also had a number of vacancies during the year which accounts for most of the \$207,492 that was returned, although this amount represents just a 2.5% turn back. The Needham Public Schools returned \$87,330 or 0.2% of the original budget of \$57,961,288 which compares to \$322,124 (0.6%) that was returned in 2014. The other 20 departments returned in total \$478,395 or 2.3% of their combined amended budgets for the year. The budgetary reserve fund returned \$164,835 which was less than the previous year and was due to the demand on the reserve fund in 2015 because of the higher costs incurred for snow and ice removal during the winter. The balance of the Townwide expense budgets returned a combined \$251,947 or approximately 0.7% of their related total amended budget.

The Total General Fund balance for fiscal year 2015 was higher than 2014. Fund balance was \$29.5 million for fiscal 2015 compared to \$28.6 million for fiscal 2014 or approximately a three percent change. The unassigned portion of the General Fund also improved with a balance of \$15.2 million for 2015 compared to \$13.2 million for 2014. The 2014 balance was lower than the prior year due in part to the higher amount of the balance that was certified as Free Cash. Free Cash is essentially the portion of the unassigned General Fund balance that the Massachusetts Department of Revenue will allow to be appropriated by the Town. The Free Cash certified for fiscal 2015 was \$6,207,875. The Town appropriated all but \$276,000 of that Free Cash in May 2015. The Town used a significant amount of the Free Cash for capital investment, special finance articles, and reserves. The Town appropriated \$2,394,911 of the Free Cash for cash capital which included \$403,000 in school technology that was included in the School Department operating budget, \$453,500 was for public road and related infrastructure improvements, and \$1,077,249 in core fleet and special equipment investment, with the balance of \$461,162 directed to other various General Fund cash capital improvements. The Town appropriated \$750,000 for two studies and facility repairs and maintenance. The Town also appropriated \$845,700 to its Athletic Facility Improvement Stabilization Fund.

As anticipated, property tax from so-called "New Growth" revenue in fiscal 2015 continued to be higher than average, with the combination of the increased commercial development, particularly the Needham Crossing business park, and strong residential market. New Growth revenue for 2015 was \$3.9 million or 4% more than the prior year base tax levy (the tax levy less excluded debt) compared to \$2.8 million for fiscal 2014, an increase of 3% over the prior year base tax levy. The ten-year average increase for New Growth was 2.1%. The Town continued to see annual increases in the room and meals excise revenue as the local economy remained strong, and the opening of a new hotel a couple of years ago increased the number of rooms available in Needham.

The Town made no draw against any of its appropriated stabilization accounts: Athletic Facility

Improvement Fund, Capital Improvement Fund, Capital Facility Fund, and General Stabilization Fund. The Town appropriated \$1,026,412 to the Athletic Facility Improvement Fund at the May 2015 Annual Town Meeting. The Town also appropriated an additional \$160,000 from overlay surplus to its OPEB account. This funding was in addition to the 2015 operating budget increase of \$200,000 that came from the health insurance budget. At the May 2015 Special Town Meeting, the Town appropriated \$17,475 to the Capital Improvement Fund, and \$9,113 to the Capital Facility Fund. These funds came from unexpended monies from prior appropriations that were no longer needed.

Submitted as part of the Annual Town Report and can be found in the appendices are the following fiscal year 2015 reports:

- 1. General Fund Balance Sheet
- 2. Statement of Net Position for each of the three enterprise funds
- 3. Statement of Budget Appropriations and Expenditures
 - a. General Fund
 - b. Solid Waste Enterprise Fund
 - c. Sewer Enterprise Fund
 - d. Water Enterprise Fund
 - e. Community Preservation Administrative budget
- 4. Schedule of Trust Funds
- 5. Tax Rate Recapitulation as Approved by the Department of Revenue

Below are the individual statements by the different divisions within the Finance Department. Finally, if you have any questions or concerns, please do not hesitate to make contact. Members of the Department of Finance strive to continue our commitment to improving customer service and seeking better ways to perform our responsibilities and duties. You may also find more financial information from the Town’s web page www.needhamma.gov/finance.

Accounting Office – The office staff processed a total of 54,672 paychecks/direct deposits during fiscal year 2015. The staff reviewed and processed 29,233 invoices from vendors for payment, 1,293 expense reimbursements, and 324 contracts. The office also reviewed and processed 2,061 encumbrance requests plus an additional 1,699 revision requests during the fiscal year.

Encumbrances Processed		
Area	FY2014	FY2015
Building Department	7	8
Commission on Disabilities	3	5
Department of Public Works	727	741
Finance Committee	1	2
Finance Department	200	196
Fire Department	107	102
Health and Human Services	120	116
Historical Commission	-	3

Encumbrances Processed		
Area	FY2014	FY2015
Memorial Park	1	1
Municipal Lighting Program	4	6
Municipal Parking Program	9	11
Other Functions	18	7
Park & Recreation Department	107	107
Planning and Community Development	40	38
Police Department	115	111
Public Facilities	403	352
Public Library	92	80
Town Clerk & Board of Registrars	28	28
Town Counsel	13	18
Town Manager	89	129
Total	2,084	2,061

The accounting office is also responsible for posting all revenue received to the General Ledger, and performing outside departmental audits and reconciliations needed for the annual independent audit. The office staff also must prepare and file various Federal and State reports such as the employer quarterly tax return filing of withholdings (Form 941), annual W2 and 1099 tax statements to employees and vendors, balance sheet and filing for Free Cash certification, and various revenue and expenditure reports to the Department of Revenue. All of those reports have stringent deadlines.

Assessing Office - The office is responsible for the administration of a wide range of state laws pertaining to ad valorem taxation. Valuation of all real estate and personal property, as well as the administration of the Massachusetts state motor vehicle excise tax, is done on an annual basis. Information related to all residential, commercial/industrial and personal property is maintained and updated on an ongoing basis. Upon the completion of the Annual and Special Town Meetings, and receipt of warrants from county and state funding sources, the financial information is processed in preparation for the setting of the tax rate by the Board of Selectmen and the Board of Assessors at the annual classification public hearing.

The Assessing staff completed 100% of all the inspections of properties that were issued permits by the Building Inspector's office which added new value to the property. All these inspections were completed prior to June 30, 2015. This is the statutory deadline for the collection of New Growth for the following fiscal year.

Some of the more significant real estate developments noted by the office in fiscal year 2015 are as follows:

The residential real estate market in Needham has continued moving upward since last year's review with the median single family sale price jumping from \$802,000 to \$846,000 year over year. Over the past five years the median single family sale price has jumped 33%, while the

condo median sale price has gone up over 70%. As required by the Mass DOR, the assessments have reflected this upward curve, most of which was picked up by the increases made during last year’s revaluation. With the exception of properties that were affected either by new construction or additions to existing structures, the single family values will remain basically stable for fiscal year 2016. While analysis of the single family sales from calendar year 2014 were within the statistical parameters acceptable by the DOR in the annual review, the strong 2015 market will likely require some upward adjustment across many neighborhoods to be acceptable for fiscal year 2017.

There were numerous adjustments made to the condo market based on calendar 2014 sales, which clearly showed a new trend. Over the last several years the base sale price for new, high end condo units has jumped from the low \$700’s to the low \$900’s for the same type of unit. This jump has had the effect of dragging the sale prices of the middle and modest level units upwards with them.

The nomenclature change from “The Industrial Park” to “Needham Crossing” has become a physical change that is made obvious by a quick trip from the Highland Ave. to Great Plain Ave. ramps on Route 128, where the new Trip Advisor headquarters and Marriott Inn now dominate the landscape. The slight upward blip in values of income properties reflected in the fiscal year is sure to continue, as the restoration of office space formerly occupied by General Dynamics and the 400 unit residential project move forward, making Needham Crossing a more desirable alternative for emigres from the over-priced Boston commercial real estate market.

The evolution from industrial park to Needham Crossing has had an added benefit with regards to the type of taxable business personal property being reported. Filing cabinets and phone systems have been supplemented by cutting edge blade servers and data processing equipment resulting in increased new growth for the tax levy as this high end technology has a much shorter useful life than the traditional file cabinet, thus has to be replaced more often by the next generation of equipment that emerges.

Type of Property	FY2013	FY2014	FY2015
Single Family	8,353	8,364	8,372
Condominium	781	791	811
Two Family	273	255	251
Three Family	15	15	14
Four + Family	25	24	27
Other Property	5	5	6
Vacant Land	172	167	161
Chapter Land	13	13	13
Mixed Use	22	23	25
Commercial	382	398	391
Industrial	43	42	40
Personal Property	622	643	590

Type of Property	FY2013	FY2014	FY2015
Total Accounts	10,706	10,740	10,701
Total Taxable Value	\$7,923,989,930	\$8,068,832,995	\$8,838,727,746
Value Including Exempt Property	\$8,544,320,450	\$8,697,374,290	\$9,510,940,341

As always, the office processed thousands of auto excise bills in addition to processing numerous applications for Excise and Real Estate abatements, multiple statutory exemption requests and daily information requests from internal and external sources.

Information Technology Center – As in previous years, throughout fiscal year 2015, the Information Technology Center continued supporting the ever growing needs of the Town departments. Across fifteen Town buildings, the ITC supports hardware and software for the approximately 350 users and upwards of 450 physical devices. During fiscal year 2015 the ITC added a Technology Support Technician to the team who significantly increased the ITC's ability to address the needs of the Town employees in a quicker, more effective manner. During this time period the ITC spent over one hundred man hours in training and finalizing the hardware and software set up for the Public Safety's new Computer Aided Dispatch (CAD). While the CAD application was in the works, ITC also spent time with the Fire Department ambulance service to upgrade the laptops so that they better integrated with the new CAD as well as the software used in the ambulances. In support of the Water/Sewer department the ITC installed and helped coordinate the work order maintenance software that is used in the camera truck during sewer pipe inspections. The ITC continued to move in the direction of investigating and evaluating the hardware needed for the departments interested in mobile technology. Also the ITC upgraded the Water/Sewer departments software for collecting and processing the water meter reads into the Treasurer's utility package. This new upgrade placed the data on the server making it more available for other members of the department to access as well as having the data in a location for nightly backup. Other applications that ITC helped to install, support, update, or upgrade include, but not limited to, the Assessor's Property Assessment application, Engineering's Computer Aided Design application, the CRM application used by the Town Manager's office, and increased the functionality of the Town's web site to allow payment of parking tickets online. The ITC also replaced and upgraded appliances to help support the network and make it more secure for email coming and internet access.

Parking Clerk - The on-street and municipal parking lots within the Town are administered through several different Town departments. The police department conducts enforcement activities in response to the needs of the community. The Highway Department performs installation of signs and meters and repairs and maintains equipment and parking lots. Within the Treasurer/Collector's office, the Finance Department is responsible for the collection of fines and penalties and the resolution of parking appeals through the office of the Parking Clerk.

The office of the Parking Clerk holds weekly hours for the hearing of appeals. Requests for appeals are accepted in person, by mail and online. Ongoing contact is maintained between all Town departments involved in parking activities, and a fair and impartial process for investigating and resolving disputes is in place. Inspections of existing parking meters are

regularly conducted and meters needing repair are reported to the Department of Public Works Highway Division which responds promptly and makes repairs.

	FY2013	FY2014*	FY2015
Parking Tickets	4,231	4,279	5,116
Appeals	236	365	473
Appeal %	5.60%	8.53%	9.25%

*The number of parking tickets issued and the number of appeals received during fiscal year 2014 were revised from the report last year due to incomplete information at the time the report was sent.

Treasurer/Collector - The Treasurer/Collector office receives and invests all revenue received by the Town. In maintaining these funds, safety, liquidity, and yield are the basis for all decision making. The safety of Town funds is of utmost importance. Sufficient balances must be maintained to ensure the timely paying of all expenditures including payroll, accounts payable and debt service. Balances in excess of expenditures must be invested in a prudent manner in accordance with state statutes. Due to the volatility in the open market even the most conservative investments have limited options. The Treasurer earned \$101,273 in interest income for the General Fund during fiscal year 2015, which is an increase over 2014 which saw \$77,523. Interest rates had fallen to some of the lowest levels in recent history and although we saw a slight upturn, rates have remained essentially flat for over five years. The outlook for fiscal year 2016 is a minimal increase in interest income although interest rates continue to remain below one percent in most instruments in which the Treasurer is legally allowed to invest.

During fiscal year 2015 the Treasurer/Collector assisted, thanks to the generosity of Needham residents, in the award of \$12,000 in property tax relief to the elderly and disabled to nine Needham households. The property tax assistance appropriation of \$13,805 was awarded to 18 Needham households.

The Treasurer issued \$4,950,000 in long term debt and \$3,732,000 in short term debt. Needham submits financial data to Standard and Poor’s (S & P) credit rating agency. Once again S & P returned a rating of AAA on all long term debt and a rating of SP-1+, the highest rating possible on short term debt. The total long term debt outstanding as of June 30, 2015 was \$95,610,417.

The Treasurer/Collector ensures that all bills, i.e. real estate, personal property, excise, water and sewer are billed timely and in accordance with state statutes. The continued monitoring and pursuit of delinquent accounts is essential to maintaining a strong collection rate. The recession has not had a significant impact on collections. During fiscal year 2015, approximately \$120.2 million in billed revenue flowed through the Treasurer/Collector Office. The collection rate for all receivables billed through the department remained high. The property tax collection rate remains very strong with more than 98% paid by the due date.

- Real Estate Tax Collections \$109.0 million
- Motor Vehicle and other Excise \$ 5.3 million

➤ Personal Property Tax Collection	\$ 3.7 million
➤ CPA Surcharges	\$ 1.1 million
➤ Delinquent and Deferred Tax Collections	\$ 0.5 million
➤ Ambulance Bills	\$ 0.6 million

	FY2013	FY2014	FY2015
Sewer and Water Bills Issued	45,632	45,634	45,702
Real & Personal Property Tax Bills Issued	42,817	42,704	42,714
Motor Vehicle Excise Bills Issued	28,784	28,613	28,949
RTS Sticker Applications	9,123	8,698	2,004

The number of RTS sticker applications declined in fiscal 2015 because the annual renewal and payment of a fee was discontinued for residential customers. The Board of Selectmen approved a no fee RTS sticker which is valid as long as the individual remains a resident of Needham.

FINANCE COMMITTEE

MISSION

Under the Needham By-Laws, the Finance Committee is responsible for recommending a balanced budget to Town Meeting for its consideration and vote. Of equal importance, the Finance Committee makes recommendations to Town Meeting on capital requests and other issues through open discussion and reliance on policies and principles of sound fiscal management. The Committee is mandated by state law to “consider any and all municipal questions for the purpose of making requests or recommendations to the town.” Massachusetts General Laws, Chapter 39, Section 16.

John Connelly, Chair
Louise Miller, Vice Chair
Barry Coffman
Richard S. Creem
Louise Miller
Richard Reilly
Lisa Zappala
Rick Zimbone
Louise Mizgerd, Analyst

The Finance Committee works cooperatively with the Town Manager each year to recommend a balanced budget to Town Meeting that meets the changing needs of the Town while being fiscally prudent. In order to fulfill its duties of presenting a balanced budget and making capital spending recommendations to Town Meeting, the Finance Committee asks detailed questions of department managers and town administrators. Because requested expenditures often exceed projected revenue, these questions are not only worthwhile but essential to the budget process. The process includes meetings, site visits, research, and analysis on behalf of Town Meeting members and the citizens they represent. The Finance Committee strives to ensure that Needham is secure in its financial integrity, and that the Town can maintain its infrastructure and preserve the essential services which benefit its citizens.

FY2015 HIGHLIGHTS

Facilities Financing Plan

The Finance Committee participated in the Facility Working Group as it sought to establish a Facilities Master Plan to guide the Town in addressing major facilities needs over the next 20 years. The Finance Committee spent much time during fiscal year 2015 analyzing the Facility Financing Plan to help determine how to afford these needed facilities. The Finance Committee pays particular attention not only to the shorter term costs resulting from incurring new debt to renovate or build capital facilities, but also to the long term and ongoing additional operating costs, including additional staffing, maintenance, and repair work that comes with new or expanded facilities. The Finance Committee urges careful planning to accommodate both the large upcoming facilities projects and the Town's ongoing capital needs. The Town plans to rebuild or expand schools, and to build new municipal buildings for recreation, public safety and public works, in addition to continuing to provide for ongoing capital needs such as new fire trucks, roofs, and boilers. The Finance Committee continues to pay careful attention to the proposed financing plans and is always mindful of the potential burden on taxpayers. The Finance Committee plans to fully re-examine the Town's debt financing policies in the coming year to help determine the best approach to managing the upcoming capital costs.

High School Space Needs

The Finance Committee carefully reviewed the plans and associated costs of a proposed project that would increase the capacity of the high school through reconfiguration of spaces, expansion of the cafeteria, and the addition of modular classrooms. The Finance Committee has urged a cautious approach to meet the changing levels of enrollment at the High School. The High School enrollment during FY2015 was above the intended building capacity, and projected to remain above capacity for a number of years. The Finance Committee found that some of the proposed project to increase capacity at the High School could help alleviate some of the crowding in an affordable and sustainable way. In the fall of 2014, the Finance Committee reviewed and recommended request that was limited to reconfiguring two larger classroom spaces into four smaller classroom spaces. The Finance Committee maintained that larger construction projects, such as the proposed addition of modular classrooms, should be considered as part of the ongoing five-year Capital Improvement Plan that re-examines capital needs across Town every year. The Finance Committee authorized a transfer from the Reserve Fund for a study of a possible High School expansion in order to provide sufficient information to determine whether expanding the building is appropriate. The Finance Committee plans to continue to monitor student enrollment figures in the schools and to review available cost information in order to ensure the best long-term approach.

Special Education

The Finance Committee carefully reviewed Special Education costs during the preparation of the FY2016 budget. These costs can be volatile from year to year, since students may come into the system without warning due to changing education needs or as new residents with special education needs. In FY 2015, there was an expansion of a residential special education program where a number of new children moved in and became eligible for special education services through the Needham public schools. While efforts were made to recover funding from the communities where some of these students came from, in FY2015, the Town did incur some substantial costs for the additional students. The Finance Committee has worked with the School Department to help create ways to serve as many special needs as practicable within the district.

This can help to control costs and to establish beneficial relationships between the school staff and families of students with needs.

Snow and Ice Removal

Anyone living in Needham during the winter of 2014-2015 will recall the relentless winter weather. The Town maintains a budget for Snow and Ice removal that is designed to meet the needs of a relatively mild winter. This approach allows some budget flexibility in those years when the snow budget is not fully expended. In years with extraordinary snowfall as we faced in FY2015, the Town uses its Reserve Fund to cover overages for snow and ice removal. The FY2015 snowfall inundated Needham with storm after storm coupled with unusually cold temperatures. Consequently, there was no melting between storms, and no place to easily place the snow removed from roadways and sidewalks. Not only was snow plowed from sidewalks and roadways, but building roofs had to be shoveled, and in some locations, snow had to be hauled away in trucks. The Finance Committee closely monitored the levels of the FY2015 Reserve Fund since not only were snow and ice removal costs extremely high, but there were uncertainties in the energy and special education budgets. The FY2015 Reserve Fund ended up having sufficient funds to cover both the unprecedented snow-related costs of FY2015 and other critical and unexpected needs of the Town.

Operating Budget Recommendation for FY2016

The Finance Committee began the budgeting process in an environment of continued slowly improving economic growth. Property taxes and local receipts were projected to increase in FY2016. A significant portion of the Town's property tax increase was attributable to new growth-- increases in assessed property values-- which is added to the tax base. State aid, however, was expected to remain flat. Because the lion's share of General Fund receipts comes from property taxes, Needham has been able to maintain its high level of services despite some recent economically challenging years which have seen decreases in government aid and grant funding. The Finance Committee has advocated for the gradual transition of critical services away from grant funding and into the operating budget where possible to protect against fluctuations in outside funding. This approach has been successful and helped the Town to maintain level services each year despite decreases in some funding types. The Finance Committee sought to recommend a balanced budget for FY2016 that would provide funding for the high level of services that the residents of Needham expect, and also meet growing infrastructure needs. Because of improving economic conditions, some expanded services could also be considered.

The Finance Committee began its budget process in December 2014, when Town departmental spending requests and the School Department's initial budget request were submitted to the Finance Committee for review.

The Finance Committee held hearings to review the budget request of each the Town department, board, and committee. As every year, in preparation of a budget recommendation for FY2015, the Finance Committee:

- Carefully reviewed every spending request on its own merit and with regard to the impact of each request on resident services and the Town's infrastructure;

- Met with the Town Manager, department managers, the Superintendent of Schools, School Committee members, school administrators, and leaders of committees and boards to discuss operational and capital needs;
- Held budget hearings with each department; and
- Deliberated each request in depth.

The Finance Committee's goals and philosophy in reaching a balanced budget recommendation were to:

- Maintain essential services currently provided to citizens and other user groups;
- Sustain commitment to infrastructure spending;
- Preserve and strengthen financial security;
- Encourage long-term planning in all departments; and
- Evaluate requests for new or additional services and expenditures.

The Finance Committee received the Town Manager's executive budget and revenue estimates submitted on January 27, 2015. As mandated by law, the Town Manager's executive budget included a single bottom line recommendation for the School Department's FY2016 budget. In accordance with the Town by-laws, the School Committee also transmitted its voted budget request to the Finance Committee.

In budgeting for FY2016, department managers were asked to submit a base budget request that was based on actual experience data or known obligations, and was not simply inflated from the prior year. One-time needs from prior years should not be carried into subsequent years unless needed to maintain the same level of service. During the budget process, limited additional funding was available to increase performance or improve programs, but such requests were required to be supported with evidence of a need or benefit relating to clearly identified department objectives.

The Finance Committee found that the FY2016 spending requests overall were carefully considered and mindful of the need for fiscal restraint. The Finance Committee notes that personnel costs remain a significant part of the budget, and commends the Town Manager's efforts to restrain those costs, including legacy costs, where possible. The Committee also lauds the continuing progress made toward funding outstanding pension and OPEB liabilities. Because of sluggish interest rates, the Town has made the wise decision to decrease the expected rate of return on OPEB funds. This will decrease the apparent funding level and change the funding schedule, but is appropriate for long term planning. The cost of health insurance, which affects active and retired employees, is increasing at a significant rate. The Committee encourages the Town to seek ways to constrain escalating costs such as this to ensure sustainability going forward.

The Finance Committee carefully reviewed and considered both the Town Manager's executive budget that sets forth the Town Manager's and the Selectmen's priorities for the operation of the Town departments, and the School Committee's voted budget that was developed in accordance with its own priorities and needs with input from the School Administration. The Finance Committee worked cooperatively with the Town Manager, the Finance Director, and other members of the Town Administration, as well as with the Superintendent of Schools and the

School Committee, to balance the needs of the various municipal departments with the schools' needs.

The Finance Committee had detailed discussions and worked diligently to prepare a draft preliminary balanced budget recommendation that would serve the Town for FY2016 and moving forward. The Finance Committee's initial draft budget was submitted to the Town Manager on February 23, 2015. On March 13, 2015, the Finance Committee submitted its final recommended balanced budget and report which were included in the 2015 Annual Town Meeting Warrant.

As in previous years, the Finance Committee was pleased to recommend a budget for FY2016 that would continue to provide level services in most areas, and also provide for limited additional funding for increased services. The FY2016 budget provided some additional funding for the Town Manager's budget to be used in conjunction with Personnel Board professional services budget to fund one year of a Management Fellow to the Personnel Board budget to for one year for a Management Fellow for special projects, primarily relating to employee benefits delivery. The budget also includes additional funding for the Community Housing Specialist in the newly merged Planning and Community Development Department. This change will transition the position from Community Preservation Act (CPA) funds to the General Fund operating budget. The FY2016 budget included an increase to partially fund a request from the newly merged Health and Human Services budget to support the Traveling Meals program. The FY2016 budget also includes an increase to fund a new Administrative Assistant position in the Council on Aging division in the Community Services budget. This position is expected to provide sufficient staffing to expand the hours and programs for seniors at the Center at the Heights. The Finance Committee's budget also provided additional funding to support the transition of a Children's Programming Librarian from the Library state aid fund into the Library operating budget, consistent with the Town's long-term sustainability strategy mentioned above to decrease reliance on outside funding sources.

The Finance Committee recommended fully funding the School Department's 1:1 technology program to allow the School Department to purchase iPads for every 6th grade student. The funding for this program was analyzed and determined to be the best long term strategy, despite an initial high cost. The decision making-process regarding this program was completed after the Finance Committee's March budget recommendation, so the full program funding was accomplished through a budget amendment at Town Meeting. It is important to note that by the start of FY 2016, the contracts for the Police union, the Police Superior Officers' union and the Building and Custodian Tradesman union had expired without replacement agreements. Therefore, the salaries for covered positions were not increased in the FY2016 budget. Any increases that might be agreed upon later could be funded from money set aside in the Classification Performance & Settlements budget line, which was somewhat larger in FY2016 for this purpose.

The FY2016 budget included notable increases in expenses in several departments, including Public Facilities, Public Works, and Municipal Lighting to account for increasing energy costs. While the Town has authorized a solar energy project which is underway on property at the RTS, the construction was not completed prior to Town Meeting's final appropriation of the budget. Thus, the Town had not yet begun to realize the benefits of the solar program, and was not yet

able to account for either a reduction in energy costs or the receipt of offsetting payments that are anticipated to begin in FY2016.

For FY2016, the Town Manager proposed, and the Finance Committee recommended, the shift of certain ongoing expenses from the Capital Improvement Plan (CIP) into departmental operating budgets to better align with the Town's definition of capital. For purposes of the CIP, capital expenses must cost at least \$25,000 and have a useful life of more than five years. The School Department operating budget was therefore increased by \$109,520 above the base budget request amount to provide for musical instruments, graphic arts equipment, fitness equipment, interactive whiteboards and the middle school iPad program costs that were removed from the CIP. The Finance Committee will continue to monitor these expenses in order to make sure that this approach is sustainable and allows for the School Department to continue to meet its other operating needs.

The Finance Committee has resisted increasing departmental budgets for contingencies or to protect in case of higher than expected costs. The Finance Committee recommended a Reserve Fund of \$1,384,767, which was specifically designated for extraordinary or unforeseen expenditures. Any department may request that the Finance Committee approve of a transfer of funds from the Reserve Fund to meet these extraordinary or unforeseen expenditures. In recent years, the Reserve Fund has been used to cover costs such as extraordinary snow and ice removal expenses, unanticipated legal costs, and the cost of an unexpected state special election. Ultimately, the FY2016 budget recommended by the Finance Committee to Town Meeting was balanced and fiscally sound, reflecting improved efficiencies and services.

Cash Capital Spending Recommendations for FY2016

The Finance Committee received the Town's Capital Improvement Plan for FY2016 – FY2020 on January 2015. The Town's annual capital spending is funded predominantly from three distinct fiscal sources: Free Cash, debt within the tax levy, and excluded debt. Free Cash is a source of funds generated from unspent appropriations or revenue that was higher than projections in a previous year. \$1,941,411 from Free Cash was allocated for FY2016 cash capital needs. This level of funding appeared lower than in recent years because some expenses were shifted from the CIP to the operating budget to better reflect the Town's capital policies, as discussed above. The FY2016 allocation was sufficient to cover the Town's highest priority cash capital needs. The General Fund cash capital appropriation for FY2016 primarily included recurring requests for on-going programs and replacement schedules, such as ongoing public facility maintenance and repairs, basic public safety upgrades, smaller infrastructure needs and planned vehicle replacements.

Future Challenges

The Finance Committee remains hopeful that revenues will be strong in the near future based on the anticipation that property taxes will continue to grow steadily as new growth adds to the tax base. However, as the Town experiences economic growth, an accompanying increase in demand for Town services can be expected, particularly in the areas of public safety and public education. The Finance Committee urges the Town to pay close attention to staffing needs, as personnel costs are the prime driver of the Town's costs. Health insurance costs were constrained in recent years due to the transition to lower priced plans, but health insurance premium increases have returned to a high annual rate of growth reflecting the significant increases in the cost of providing health care. The Town is currently in a health insurance

purchasing consortium, but the Finance Committee has encouraged Town management to explore various health insurance options in this shifting market. Special education costs also continue to grow at a rate higher than expected revenue growth. The Finance Committee encourages the School Department to continue to develop programs and provide services in-house where practicable. The Town has made notable progress toward funding OPEB liabilities, and continues to add to reserves when possible, which will help keep the Town financially strong.

The Facilities Master Plan was finalized in FY2015, providing a roadmap to the large number of capital projects planned in the next 10 years, including new or upgraded schools, municipal buildings and recreational facilities. Large upcoming projects include replacing or renovating the Hillside and Mitchell Schools, upgrading the Rosemary Pool and facilities, providing new School Administration space, and creating a new Public Safety building. As these projects get underway, careful financial planning will be critical.

In order to maintain the growing infrastructure and a consistent level of services without burdening future generations, the Town remains committed to achieving sustainability in its budgeting. The goal is to balance the Town's current needs with the goal of long-term sustainability. The Finance Committee adheres to a policy that operating budgets should be funded with recurring sources of revenue, while non-recurring revenues should be spent on one-time capital expenditures and reserve deposits.

The Finance Committee remains committed to working with the Town Manager, Board of Selectmen, School Committee, School Superintendent and staff, Town Administration, and Department Managers in order to encourage careful long-term planning. The Finance Committee believes that long-term planning efforts can help prepare for any challenges that may lie ahead.

The Finance Committee deliberates the operating and capital budgets fairly and openly at all times. The Committee meets most Wednesdays from September through June, and the public is encouraged to attend any meeting. The meetings are posted with the Town Clerk at Town Hall and placed on the main calendar on the Town's website. Members of the Committee are appointed by the Town Meeting Moderator. Each Finance Committee member dedicates countless hours developing a budget that is a fair and equitable to recommend to Town Meeting. The Committee believes that its independent and objective recommendations help make Needham a desirable place to live.

LEGAL DEPARTMENT

David S. Tobin, Legal Counsel

PURPOSE

The Legal Department of the Town of Needham provides Legal services to all of the Town Departments, attends all sessions of Town Meetings and Selectmen's Meetings, and meets with other Boards when requested. The Legal Department drafts and approves contracts when

requested, represents the Town in the courts and before administrative agencies, and assists in the drafting of legislation, by-laws and regulations.

FY15 HIGHLIGHTS

During fiscal year 2015, commencing July 1, 2014 and ending June 30, 2015, in addition to the advice given to Town officials on a daily basis, Town Counsel accomplished the following:

Town Counsel represented the Town, its boards, officers and employees in various courts and before various administrative agencies. It handled all related litigation matters, unless covered by a contract of insurance.

Town Counsel negotiated, drafted, approved, interpreted and/or assisted in resolving conflicts with respect to numerous contracts for the Board of Selectmen, Finance Department, Permanent Public Building Committee, School Department, Department of Public Works, Planning Board, Board of Health, Police Department, Fire Department and Conservation Commission.

Town Counsel provided legal assistance in the acquisition of real estate. The Legal Department advised the various Town officials, agencies, boards and commissions on legal matters as they arose.

The Legal Department engaged and worked with outside counsel to represent the town in the following matters:

- Labor relations
- Cable Television
- Environmental matters
- Affordable Housing
- Solar Power

FY16 FORECAST

In fiscal year 2016, Town Counsel shall continue to provide legal services to town agencies at a reasonable cost.

MODERATOR

MichaelFee, Town Moderator

PURPOSE

The Town Moderator is an elected official who presides over Needham Town Meeting. Our Town Meeting is a "citizen legislature" comprised of "members" elected in each of Needham's 10 precincts and "at large" members who are elected officials or chairs of certain elected boards in our town. Under Massachusetts law and Section 14 of our Town Charter, Town Meeting is the ultimate authority over all municipal affairs. For example, each year Town Meeting must vote to authorize how much money will be spent on all Town services, including schools, public works, public safety and public facilities. Town Meeting's approval is also required to adopt or amend zoning by-laws, general by-laws and at least two-thirds of the Town Meeting must approve the

issuance of bonds and the corresponding assumption of long-term debt by the Town of Needham. In short, in the words of our Charter, Town Meeting exercises “all powers vested in the municipal corporation.”

FY15 HIGHLIGHTS

- Our Town Meeting convened twice in FY 2015, once for a Special Town Meeting on October 27, 2014, and over three sessions that comprised our Annual Town Meeting in May 2015 (which also included a Special Town Meeting). All meetings were held at James Hugh Powers Hall, the “Great Hall” in Needham Town Hall.
- The October 2014 Special Town Meeting addressed a 10-article warrant that included important matters such as revisions to Needham’s zoning by-laws and the authorization of certain improvements to Needham High School. The October Special Town Meeting also passed a resolution honoring the memory of the late Richard P. Melick, my immediate predecessor who served as Needham’s Moderator for 35 years.
- During the Annual Town Meeting in May 2015, Town Meeting Members were presented with a Warrant containing 50 articles, including the authorization of a FY 2015 operating budget of over \$135 million, important amendments to the Town’s zoning law and other matters involving capital expenditures and a proposed Home Rule Petition to amend the Town Charter to change the term for Moderator from one year to three years.
- The Warrant for the Special Town Meeting held within the Annual Town Meeting in May contained six articles, comprised of mostly budget adjustments for the current fiscal year. The Special Town Meeting was dissolved in memory of the late Roy J. Nutile, a well-known insurance agent, musician, bandleader and resident of Needham for over 60 years.
- For well over ten years now, Town Meeting Members have now had access to the "Needham Town Meeting Handbook" that I produced with financial assistance of the Richard Patton Melick Foundation. This Handbook is provided to new Town Meeting Members and appears to have helped inform Members about the rules and traditions of our Town Meeting.
- In Fiscal Year 2015, the Town of Needham website continued to be a vital resource for Town Meeting Members. Through the website, Members may access copies of our Warrant, the Town Clerk’s Minutes and informational materials on specific articles that come before Town Meeting.
- In March, I participated in the Needham League of Women Voters’ Annual Civics Bee, a competition in which teams of citizens filed questions about local, state and national government.
- One week prior to the Annual Town Meeting in May, Warrant Meetings sponsored by the Needham League of Women Voters were held at the Center at the Heights. The League helped arrange, publicize and conduct these meetings, which were preceded by an orientation session for newly elected Town Meeting Members.
- I have continued my participation in the Massachusetts Moderators Association, where I have access to the best practices employed by Moderators around the Commonwealth and with which I formerly served as a member of the Board of Directors.
- The Moderator receives absolutely no appropriation and thus there are no expenditures of public funds to describe in this Report for FY 2015. I personally pay for any expenses I incur, such as the preparation of educational materials for new Town Meeting Members, dues to the Massachusetts Moderators Association and travel to meetings.

I encourage town residents to become involved in some aspect of our community government, including running for a position as a Town Meeting Member. In addition, ample opportunities are available for service on one of our numerous volunteer committees. The Moderator appoints all members of the Finance Committee, the Personnel Board and several members of other boards and committees, including the new Community Preservation Act Committee, Future School Needs Committee and the Youth Commission, as well as appointing our representative to the Minuteman School Committee. I am proud of the citizens I appointed to serve their fellow citizens in various positions during Fiscal Year 2015. Any citizen who wishes to be considered for a position appointed by the Moderator should feel free to contact me.

NEEDHAM CONTRIBUTORY RETIREMENT SYSTEM

Retirement Board

Evelyn Poness, Chair

Elizabeth Dennis

John Krawiecki

Robert Mearls

Thomas Welch

Staff:

Juanita Hearn, Administrator

Mary Gerber, Administrative

Assistant

Instituted in 1937, The Needham Retirement System is a member of the Massachusetts Contributory Retirement Systems and is governed by Chapter 32 of the Massachusetts General Laws. The System, governed by a five member Board, is a fund of \$130.6 million. The five members include two appointed by the Town, two elected by the members and retirees, and a fifth member chosen by the other four members with the approval of the Public Employee Retirement Administration Commission. The Board meets on the second Wednesday of the month.

The Board is responsible to its members, the employees of the Town, for the investment of their retirement funds, to inform them of their rights to retirement benefits, and convey any changes in the law which may impact benefits. Prudent cash management and conservative investment of funds has provided a net increase of \$9.7million since we joined the Pension Reserves Investment Trust in June 1985.

Membership in the plan is mandatory immediately upon commencement of employment for all permanent employees working a minimum of twenty hours per week. The plan is a contributory defined benefit plan covering all town employees deemed eligible by the retirement board, with the exception of School Teachers. Needham Teachers are administered by the Teachers' Retirement Board. Active members contribute 5, 7, 8, or 9% of their regular compensation. This is determined by the date upon which the employee becomes a member of the System.

Members become vested after ten years of service. The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three year average annual rate of regular compensation. Benefit payments are based upon a member's age, length of creditable service, salary and group classification. For those entering public service in Massachusetts as of April 2, 2012, there will be changes to the retirement calculation with regard

to age factors, minimum age for retirement and the use of the highest five year average annual rate of regular compensation.

The Town annually appropriates the amount determined by an independent actuarial study, which incorporates current and future pensions costs. The Board has accepted a new actuarial study as of January 1, 2015. Needham's pension obligation will be 100% funded by the year 2030.

PERSONNEL BOARD

PURPOSE/MISSION/AUTHORITY

The Personnel Board is a five-member Board appointed by the Town Moderator. The Personnel Board advises the executive branch on strategic human resources and collective bargaining matters. In its duties, the Board is assisted by the Human Resources Department. The Board works closely with the Town Manager during the development of the classification and compensation plans, personnel policies, and making recommendations to Town Meeting as it deems appropriate. The Personnel Board adopts and amends personnel policies on an ongoing basis.

Personnel Board

Joseph Herlihy

Vivian Hsu

Richard Lunetta

Barry Pollack

The Board welcomed new member, Barry S. Pollack in June, 2015.

FY2015 ACCOMPLISHMENTS AND ACTIVITIES

REVIEW AND APPROVAL

Classification:

- Creation of Conservation Specialist position title; formerly Administrative Specialist; one grade increase in classification; more accurately describes the job.
- Creation of revised position description for Director of Conservation; more accurately describes the job; no change in classification.
- Creation of revised position description for Assistant Director of Park and Recreation; more accurately describes the job and movement from ITWA union to non-represented position; one grade increase to be in line with other Assistant Director positions throughout town government.

Compensation:

- FY 2016 compensation schedule for non-represented employees (full-time and part-time) and related listing of position titles (Schedule A and Schedule C).
- ITWA (Administrative, Professional and Technical positions Union) Memorandum of Agreement – costs associated with successor contract.
- Established and voted salary for Elected Officials for FY 2016.
- Revision of Management Compensation program to a true pay-for-performance program.
- Revision of Schedule C (part-time position titles) including new, more descriptive position titles and relevant compensation so that all titles on this Schedule are non-benefitted positions; no overlap with benefitted position titles.

CONSERVATION COMMISSION

*Paul Alpert, Chair; Janet Bernardo, Vice-Chair; Artie Crocker;
Stephen Farr; Peter Oehlkers; Cory Rhoades; Sharon Soltzberg*

PURPOSE

The Needham Conservation Commission is comprised of seven volunteer members appointed by the Board of Selectmen to staggered three-year terms. The Commission is responsible for administering the Massachusetts Wetlands Protection Act (M.G.L. Chapter 131 Section 40) and the local Wetlands Protection Bylaw (Needham General Bylaws Article 6). The Commission receives and reviews applications for projects involving work within, or within one hundred feet of, wetlands, rivers, streams, and ponds, and within 200 feet of perennial rivers and streams. In addition to their statutory obligations, the Conservation Commission undertakes broader environmental and land-management functions including:

- Managing Town-owned Conservation Land including the 362 acres at Ridge Hill Reservation;
- Promoting the protection of additional open space through conservation restrictions, land donations and purchases;
- Educating the public about the importance of protecting wetlands and other open space; and
- Advising and collaborating with other Town Boards and Committees on matters pertaining to use, management and protection of the Town's natural resources and open space.

The Conservation Commission is assisted by the Conservation Division within the Town of Needham Community Development Department and includes a full-time Director of Conservation, a part-time Conservation Specialist and a part-time Administrative Assistant.

FY2015 ACTIVITIES AND ACCOMPLISHMENTS

Over the course of the year, the Commission continued to see a steady flow of applications primarily for the construction of single-family homes and additions. During FY2015, the Conservation Commission met formally a total of twenty-two (22) times and held a total of thirty-six (36) public hearings (refer to Table 1).

Table 1: FY 2014 Conservation Commission Application Filings & Requests

Type of Application Filing/Request	Number
Notice of Intent ¹	21
Request to Amend Order of Conditions ¹	5
Request for Determination of Applicability ¹	9
Abbreviated Notice of Resource Area Delineation ¹	0
Extension Permit ¹	1
Emergency Certification	0
Certificate of Compliance	31

Type of Application Filing/Request	Number
Minor Modification Request	10
Enforcement Order	10
Trail Maintenance Notification Form	0
DPW Generic Permit Activity Notification Form	1
Exemption Letter	10
Conservation Restriction	0
Notice of Non-significance	0
TOTAL	98

¹Filing involved a public hearing

In addition to applications reviewed through the public hearing process, the Commission is required to review and act on requests to modify, extend or close out existing permits. The Commission handled sixty-two (62) of these requests during this fiscal year. The Conservation Division also coordinates with the Town of Needham Department of Public Works and Public Facilities, and provides professional expertise on town projects in a growing and more restrictive environmental regulatory time period. Finally, for that small percentage of projects that occur within the Commission's jurisdiction without obtaining a permit in advance, the Commission is responsible for pursuing enforcement to bring such sites into compliance with the state and local wetland regulations. In FY2015, ten (10) projects required the issuance of an Enforcement Order in order to restore or protect wetland resource areas.



The Conservation Division continued its ongoing work to implement the Comprehensive Trails Master Plan in addition to oversight and management of existing conservation lands. The Conservation Division continued progress over the last year in implementing the Master Plan including coordination and acquisition of CPC funding for the Student Conservation Association 10-day project at Ridge Hill Reservation. The project resulted in the construction of a wooden footbridge which connects the Esker and

Loop Trails. Additional work included improvements to the Loop Trail, pre-construction clearing of the Fuller Trail, and removal of invasive plant species within the managed meadows at Ridge Hill. Additionally, two major boardwalk projects began construction under the guidance of the Conservation Division. The construction of the Fuller Trail boardwalk was successfully bid and construction is nearly complete and the Eastman Conservation Land boardwalk project is complete and in use, managed collaboratively with the Parks and Forestry Division. The Division also participated in the design and permitting of the Bay Colony Rail Trail project. The Division continued its partnership with Eagle Scouts Award applicants including the recent restoration of a footbridge on the Charles River Trail. Additionally, the Conservation Division continued implementation of the Ecological Management Plan for Ridge Hill Reservation.

The Commission encourages the involvement of all interested Needham residents in helping to preserve the natural resources of the Town and expand their use and appreciation.

The Commission generally meets the second and fourth Thursday of each month at 7:30 p.m. and all Needham citizens are invited to attend.



Fuller Trail boardwalk, under construction at Ridge Hill Reservation (December 2015).

COUNCIL OF ECONOMIC ADVISORS

Matthew Talcoff (Chair), Glen Cammarano, Maurice Handel, Thomas Jacob, Janet O'Connor, Martin Jacobs, Robert Hentschel, Michael Wilcox, Bruce Herman, Elizabeth Grimes, Bill Day, Brian Nadler, Matthew Borrelli, Peter Atallah, and Rick Putrush. Devra Bailin, the Economic Development Director, serves as staff to the CEA.

MISSION

The CEA was established by the Needham Board of Selectmen (“BOS”) to evaluate Town-wide economic conditions and make recommendations to promote and encourage new and existing businesses. The CEA studies issues and makes proposals to the BOS to foster growth and economic development in Needham. It works closely with the Director of Planning and Community Development and the Planning Board to effectuate zoning changes necessary to implement economic goals.

FY2015 HIGHLIGHTS

In prior fiscal years, the CEA studied and initiated changes to NEBC use and dimensional zoning to allow greater flexibility in uses and greater density and height, which changes were recommended by the BOS and Planning Board and adopted by Town Meeting. These changes enticed TripAdvisor to return to Needham and resulted in an historic first Tax Increment Financing to be approved by Town Meeting. Construction of this game changer has been completed. The changes have also permitted the proposed redevelopment of the General Dynamics’ site, which include an additional hotel, retail and restaurants, 390 units of multi-family housing and rehab space for growing companies like SharkNinja. The CEA has proposed additional zoning changes to make the creation of amenities easier.

The CEA continues its efforts in branding Needham Crossing and has been working cooperatively with Newton on the N² Innovation Corridor. Federal matching funds were obtained to study the area's place in the innovation community and to create a sustainable marketing plan to help grow the concentration of such businesses.

Continuing its efforts to increase Needham's visibility along Route 128, the CEA has studied and proposed changes to the Mixed Use-128 district to allow residential development in the district. Community meetings supported the concept of true mixed use development in this zone and draft zoning and preliminary fiscal impact analysis was completed by the Economic Development Department. The CEA obtained funding from the Mass Housing Partnership to engage an expert, John Connery, to study the fiscal impacts of such development. Fiscal impacts were analyzed and the zoning refined. The CEA's recommendations were supported by the Board of Selectmen, Planning Board and FinCom; the zoning initiative goes before Town Meeting in May 2016.

The CEA has made the streamlining of permitting a priority. Through its Downtown Subcommittee the CEA continues to work with the Planning Department, Board of Selectmen and the Planning Board to implement additional changes to create a less cumbersome permitting process. The CEA has recommended public meetings to discuss possible initiatives to improve the permitting process.

The CEA also established as a priority the support of the Discover Needham Local First campaign initiated by the Needham Business Association and the Shop Local campaign sponsored by the Newton Needham Chamber of Commerce to support independent locally-owned businesses in Needham. The CEA's application to the Babson College Management Consulting Field Experience Program to create a more detailed marketing plan for the Downtown was application was accepted and the Economic Development Director worked with the Babson students to complete the project in December of 2014. The CEA reviewed and proposed implementation of certain changes.

The CEA through its Industrial Zoning District Subcommittee held public meetings and discussed zoning changes to up-zone certain areas along Route 128, which are critical areas of economic development now constrained by restrictive zoning. Draft zoning was discussed but the CEA received funding from Town Meeting in May 2015 to formalize build-out, traffic and elevation impacts to the areas in question.

The Economic Development Department has worked closely with various organizations, including the Needham Business Association, Newton Needham Chamber of Commerce, N² Innovation Corridor initiatives, 128 Business Council and Needham Merchants Association to promote economic development throughout Needham. Those relationships have increased Needham's profile as an economic desirable area to develop.

PLANNING DEPARTMENT

PLANNING BOARD: Jeanne S. McKnight, Chairman; Elizabeth J. Grimes, Vice-Chairman; Paul S. Alpert; Bruce T. Eisenhut; Martin Jacobs

STAFF: Lee Newman, Director of Planning and Community Development; Alexandra Clee, Assistant Planner; Karen Sumnarborg, Community Housing Specialist; Devra Bailin, Director of Economic Development

PURPOSE

The Planning Board is charged with broad statutory responsibilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner. Specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in the Subdivision Rules and Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law. The specific services that the Planning Board provides are as follows:

Review and Approval/Disapproval of:

- Approval-Not-Required (ANR) Plans
- Preliminary Subdivision Plans
- Definitive Subdivision Plans, including ongoing administration
- Site Plans of certain larger developments (major projects)*
- Residential Compounds (RC's)*
- Scenic Road Applications
- Outdoor Restaurant Seating Applications

* This includes Special Permit Decisions, with legal notices, public hearings, and written decisions; similar statutory procedures are followed for Definitive Subdivision Plans.

Review and Advisory Reports on:

- Site Plans of certain smaller developments (minor projects)
- Applications to the Board of Appeals for variances and special permits
- Petitions for acceptance/discontinuance of public ways

Initiation, Development, and Presentation of Proposed Zoning Amendments to Town Meeting

Preparation and Maintenance of a Master Plan and related planning studies to guide future physical growth and development in Needham (including studies referred to the Board by Town Meeting)

Revisions to “Subdivision Regulations and Procedural Rules of the Planning Board” and printing of the same

Reprinting of Town Zoning By-Laws and Zoning Map

**Provision of Information on Planning, Zoning and Development matters to the public
(including residents, developers, and other government agencies)**

FY2015 ACCOMPLISHMENTS AND ACTIVITIES

PERMITTING

In its capacity as a special permit granting authority, the Planning Board in FY2015 processed 12 new applications as “Major Projects” under the Site Plan Review By-Law and issued 13 amendments on previously approved “Major Projects”. In addition, the Board reviewed and approved 4 subdivision plans and 1 plan was endorsed “Approval-Not-Required (ANR)” under the Subdivision Control Law, meaning that the lots created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 28 applications for variances, special permits, comprehensive permits, and administrative appeals to the Planning Board last year, and as required by the Zoning By-Law, the Board reviewed each application and submitted its recommendations in writing to the Board of Appeals where warranted.

During the fiscal year the Department continued its practice of tracking the turnaround time required for its Major Project Site Plan Special Permits and subdivision applications as a way of monitoring the effectiveness and timeliness of our permitting process. Within the monitoring period, the Department tracked the time that elapsed between filing an application and scheduling a public hearing; between the close of the public hearing and the issuance of the decision; and between the Board’s action and the filing of the written decision with the Town Clerk. The goal was to schedule a public hearing within 5 weeks of receiving an application; to issue a special permit decision or subdivision decision within two weeks of the close of the public hearing; and to file the written decision within 5 business days of permit issuance by the Board. The articulated goals were met for all three studied criteria in Fiscal Year 2015. During the affected time line 12 new Special Permit applications and 4 Subdivision applications were processed. Public hearings were held on average within 33 days of application receipt, decisions were issued within 12 days of the close of the public hearing, with written decisions filed with the Town Clerk within 6 days of permit issuance. Total average time required to process an application was 49 days with a minimum of 27 days and a maximum of 117 days. Included in the subdivision permits during the fiscal year was one outlier project where additional time was required to enable the Petitioner to provide supplemental analysis and plan modifications.

NEEDHAM CROSSING BUSINESS CENTER PLANNING

The Planning and Economic Development Division has focused on the recommendations outlined in the Needham Crossing Business Center Planning study completed in the fall of 2011 and its implementation at the Center 128 project site. Plan review and permitting for Center 128 comprising three components was conducted by the Division as follows: Center 128 West, Center 128 East, and the 2nd Avenue Residences. The Center 128 West Development, approved by the Planning Board in April of 2013, includes 740,000 square feet of office space and a 128-room hotel and two parking structures. The hotel was completed and opened in 2013. The 288,346 square-foot office building located at the corner of 1st Avenue and B Street was recently

completed and occupied by its tenant, Trip Advisor, in July 2015. The Center 128 East site is currently occupied with 514,992 square feet of office space and is occupied by General Dynamics. The site will be redeveloped with 420,429 square feet of office space, 19,000 square feet of retail space, a 128 room hotel and surface parking area. A decision on this project by the Planning Board was issued in early November 2015. The 2nd Avenue Residences site is currently surface parking lots used by General Dynamics. The site will be developed with 390 apartment units and structured parking. A decision on this project by the Board of Appeals was issued in late December 2015. In summary, Center 128 at completion will include four new office buildings and two renovated buildings totaling 1,160,400 square feet, two 128-room hotels, 19,000 square feet of retail space and 390 residential housing units. Parking for 4,100 cars distributed across 3 structured parking garages along with surface parking for 778 cars is also planned. The combination of elements is expected to be completed by June of 2019 and will represent a major step forward in the implementation of the vision developed for the district.

Securing grants for roadway improvements in the Needham Crossing area to complement the anticipated build-out continues to be a priority. At a meeting with the Secretary of Housing and Economic Development for the Commonwealth and the Massachusetts Office of Business Development we were told that grants, like former MassDOT Public Works Economic Development (PWED) grants, are really only available once new development on a site is proposed. If there are infrastructure and/or other impediments to development which must be provided by the public (e.g. reconstruction of Highland Avenue, new traffic signals, streetscape amenities), the funds may become available. Consequently, we have coordinated with Newton to resubmit a joint MassWorks grant for funding the improvements on Needham Street and Highland Avenue. Once construction on the Normandy project was begun, we stepped up efforts to secure the funding and were successful in obtaining funding for the first phase of development, namely Highland Avenue in Needham Crossing and Oak and Christina Street in Newton. Separate funding was obtained for the design and construction of the signal at First Avenue. In addition, the City and Town were successful in getting the Boston Region Metropolitan Planning Organization (MPO) to fund the remainder of the project in 2018. The Planning and Economic Development Division continues to work with Newton to try to locate funding for an engineering feasibility study of the unused MBTA rail running parallel to Needham Street and Highland Avenue. Both municipalities realize that mass transit is the only way to realize full economic development within the N² corridor. Lastly, the Division has worked with the City of Newton on the new N² initiative project. The N² group obtained funding from the Federal Economic Development Commission to match public and private gifts for a total of \$100,000.00 to create a sustainable marketing initiative for the corridor.

NEEDHAM CENTER PLANNING

The Planning and Economic Development Division further continued with the implementation of the Needham Center Planning effort providing staff support to the Downtown Streetscape Working Group charged with the development of streetscape concepts for the Needham Center area. The one year effort led to the development of a Streetscape Master Plan that will serve as a comprehensive guide for future streetscape improvements in the Needham Center area. Currently the Planning and Economic Development Division is involved in the implementation of the first phase of the plans recommended street improvements at Great Plain Avenue between Dedham

Avenue and Chapel Street. Furthermore, as recommended in the Needham Center Plan, a detailed marketing plan for the downtown was created through a collaborative effort between the Division and Babson College under their Management Consulting Field Experience program in FY 2015. Lastly, permitting and construction of the first mixed-use building under the new Needham Center Overlay District as outlined in the Needham Center Plan was completed in 2015. The mixed-use building comprises 3+1 stories with retail space located on the first floor and stories 2, 3 and 4 supporting ten residential units one of which is affordable.

REZONING INITIATIVES

In Fiscal Year 2015 the Planning Board offered three major zoning initiatives as follows:

Registered Marijuana Dispensaries: Permitting for Registered Marijuana Dispensaries within Needham was authorized by special permit. A Registered Marijuana Dispensary (RMD) is a not-for-profit entity that cultivates, prepares, and dispenses marijuana or marijuana infused products to qualifying patients or their caregivers. The amendment as adopted includes a set of zoning regulations that will work in concert with state and other local regulations while focusing on land use planning issues such as district character, compatibility among adjacent uses, transportation and parking, and urban design, as well as public safety issues. The zoning amendment takes the following approach: (1) defines the terms “Medical Marijuana Treatment Center” and “Off-Site Medical Marijuana Dispensary” so as to distinguish between a facility that may provide dispensing, cultivation and processing services in combination within a zoning district (Medical Marijuana Treatment Center) and a facility that is restricted to the dispensing function within a zoning district (Off-Site Medical Marijuana Dispensary); and (2) identifies the zoning districts in which a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary will be allowable. The amendment authorized permitting for a Medical Marijuana Treatment Center in the Mixed Use-128 District and Industrial-1 District and an Off-Site Medical Marijuana Dispensary in the Highland Commercial-128 District, both by special permit.

More than one municipal building or use on a lot: This amendment now allows the Town to obtain permits to construct more than one municipal building on a lot and/or to place more than one municipal use on a lot subject to the external dimensional requirements of the underlying zoning district. The Town has limited land resources and frequently needs to construct additional buildings and/or to place a mix of municipal uses on its properties. This amendment now permits the Town to consolidate its lots and to do away with internal lot lines and their associated setbacks and other requirements which hinder necessary municipal development. The amendment acknowledges the Town’s need to use its property for multiple uses and with multiple structures and provides greater flexibility moving forward.

Half-story Definition as it applies to uses in the Chestnut Street Business: This definition was revised to advance the recommendations contained in the Needham Center Development Plan which endorsed the promotion of mixed-use and housing development in the Needham Center area in the longer term. The article accomplished this goal by removing the prohibition on residential housing development in the half-story above the second story in the Chestnut Street Business District and by allowing for the placement of dormers in said half-story so that more useable residential square footage may be created.

OTHER PLANNING STUDIES

Planning Studies currently underway are as follows:

Mixed Use Residential Overlay: An update to the 2001 Goody Clancy Zoning and Land Use Study for Needham Crossing to create a viable residential overlay in the Mixed Use-128 and adjacent Highland Commercial-128 zoning district was initiated in August of 2014. The zoning amendment to be presented at the May 2016 Annual Town Meeting establishes the purposes to be served by the Mixed-Use Overlay District including: permitting a mix of residential and commercial uses on the same site or within the district, establishing controls which will facilitate responsible development while protecting the Town's fiscal and other interests, permitting flexible development on individual lots, and providing housing for workers in Needham Crossing. The amendment sets out the procedure for seeking a Master Special Permit from the Planning Board in the Overlay and establishes specific special permit and site plan review requirements.

Housing Strategies Policy: A draft Housing Production Plan that meets state requirements under the provisions of 760 CMR 56 was prepared. The plan provides updated demographic, economic and housing characteristics and trends, identified priority housing needs and annual production goals, and described strategies for the Town to implement to meet these needs and production goals. A public forum on September 23, 2014 was held to provide information on housing needs and to obtain input into priority strategies. With the submittal of the 390 unit 40B project at Needham Crossing and the Town's expectation of meeting the required 10% threshold of affordable housing units, the plan has been further revised to reflect this milestone. A Housing Strategies Policy statement has been developed in the alternative and is scheduled for presentation and adoption by both the Planning Board and Board of Selectmen.

Large House Zoning Study: Data indicates the demolition of older, smaller and less expensive homes has become the principal source of lots for the construction of new single family houses leading to concerns with overall building mass, neighborhood context and economic diversity. Accordingly, in Fiscal Year 2014, the Planning Board appointed a citizens' task force, consisting of business people, residents, and various civic groups, to study residents' concerns regarding the tearing down of smaller and less expensive houses and their replacement by much larger single-family houses. Public workshops on the topic are planned by the task force for the spring and fall of 2016 to solicit public input. A final report with policy recommendations for land-use regulations is expected following the public engagement process, leading to eventual revisions in the Zoning By-Law. It is anticipated that zoning articles implementing task force recommendations will be ready for inclusion on the October 2016 Special Town Meeting warrant.

Land Use and Zoning Study for the Industrial-1 and Industrial Districts: Funding for a Planning Study of the Industrial Districts along 128 was approved by Town Meeting in May 2015. The districts are being reviewed in terms of their use profiles and dimensional requirements. A build-out analysis, traffic impact analysis and elevation drawings are planned. Zoning implementing the vision and goals are anticipated in May of 2017.

FUTURE CHALLENGES

The key challenges facing the Planning Board and Department over the course of the next five years will be securing the successful implementation of the Needham Center Plan and the Land Use and Zoning Plan for the Needham Crossing Business Center. The State has made mixed-use smart growth development, as envisioned in the Needham Center plan, a priority and has provided the financial assistance required to secure its implementation. Ensuring that Needham takes advantage of its key strategic advantage, namely, four commuter rail train stations, to access those funds and to promote plan objectives remains a key priority and challenge. Additionally, unlocking the economic potential of the Needham Crossing Business Center remains an important goal of the Board and Department.

As relates the Needham Crossing Business Center, the Department continues to work with Major Needham Crossing Business Center developers to foster economic development and to identify and secure associated state infrastructure grants. Further, the Department remains committed in its effort to renew and foster its work with the City of Newton in relation to Highland Avenue/Needham Street improvements and mass transit uses of the abandoned rail bed. Finally, creating a streetscape design for the Needham Crossing Business Center District and securing its implementation remains a high departmental priority.

In closing, the Planning Board welcomes your participation in any of its meetings and, in particular, your expression of agreement or disagreement on positions the Board has chosen to take regarding the development of the Town.



BUILDING INSPECTOR

PURPOSE

It is the objective of the Building Department to ensure the quality of life of those who live, work and visit Needham by promoting safety in the construction, use, and occupancy of buildings throughout town.

David A. Roche, Building Commissioner
Henry L. Fontaine, Asst. Building Commissioner
Jim Grover, Local Building Inspector
Larry V. Di Bona, Plumbing & Gas Insp.
Scott W. Chisholm, Wiring Inspector
Christina D. Hooper, Administrative Specialist
Adrianne A. Banks, Department Assistant
Manuel W. Rodriguez, Department Assistant

The Building Department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with:

- Zoning By-Laws
- Massachusetts State Building Code
- Massachusetts State Fuel, Gas and Plumbing Code
- Massachusetts State Electrical Code
- Town of Needham Sign By-Law

The Massachusetts State Building Code also requires this department to inspect public buildings in town for public safety. There are:

- 13 places of worship
- 16 day care sites
- Several state group homes
- Several nursing home facilities
- Beth Israel Deaconess Hospital
- Charles River Center
- 8 public schools
- 4 private schools
- One college including dormitory buildings
- 982 apartment units
- 375 hotel units
- Approximately 45 other places of assembly and restaurants

All require inspections throughout the year to insure that these structures comply with the building code for public safety, ingress and egress.

FY2015 PERSONNEL CHANGES

- Henry Fontaine was promoted to the position of Assistant Building Commissioner
- Jim Grover was hired to fill a newly budgeted position as Local Building Inspector (part time).
- Plumbing and Gas Inspector, William Kinsman, retired May 15, 2015 after serving the Town for 12 years.
- Local Building Inspector, Larry Lench, accepted a position as Building Commissioner for another Community.

FY2015 HIGHLIGHTS

- **5,091** permits issued
- **\$1,391,043** collected in fees
- **10,964** inspections performed, plus emergency calls from Police and Fire.
- **\$179,343,357.00** spent by Needham property owners to construct or remodel
- **1,483,951** square feet of construction to buildings and structures
- **Major Projects:** North Hill Avery Wing: approx. 100,000 square foot structure consisting of 45 residential units. Installation of 11,780 ground mounted panel solar array system at the Town Transfer Station.

Activity Compared With Recent Years: Number of Permits / Fees Collected

	2012	2013	2014	2015
Building	1431/\$1,348,237	1415/\$1,205,525	1406/\$1,622,105	1582/\$1,030,968
Plumbing	920/\$79,893	987/\$77,585	1021/\$77,205	940/\$71,655
Gas	691/\$27,913	874/\$33,033	782/\$32,799	684/\$29,674
Wiring	1234/\$160,639	1387/\$208,892	1465/\$171,138	1492/\$180,333
Sheet Metal	400/\$57,223	280/\$52,157	275/\$54,366	303/\$61,756
Fire Alarms				28/\$3,370
Signs	30/\$2,525	63/\$5,275	60/4,325	54/\$4,250
Swimming Pools	6/\$900	6/\$900	10/\$1,500	8/\$1,200
Weights & Measures	State Contract	State Contract	State Contract	State Contract
Miscellaneous Fees	\$15,758	\$15,586	\$11,762	\$7,837
Totals	4,712/\$1,693,088	5,012/\$1,598,953	5,019/\$1,975,200	5,091/\$1,391,043

	2012	2013	2014	2015
New Single Family Dwellings	75	61	98	85
New Two Family Dwellings	10	10	13	9
New Multi-Family			4	0
New Non-residential Buildings	5	6	4	2
Conversion to Two Family	0	0	0	0
Add/Alter Existing Residential	1006	946	656	1,045
Add/Alter Existing Non-residential	178	191	124	168
Demolish or Relocate	108	72	94	84

FIRE DEPARTMENT

Dennis X. Condon, Fire Chief

PURPOSE

The mission of the Fire Department is to provide the Town of Needham with an effective, well-trained team of professionals to protect the lives and property of its residents. This mission is achieved through providing fire suppression, emergency medical services, emergency disaster preparedness, and fire prevention through fire inspections and education.

FY15 HIGHLIGHTS

- Michael Whalen was hired as a new Firefighter in July 2014.
- Peter Cosgrove was promoted to Deputy Fire Chief in July 2014.
- In August 2014, Matthew Bagnell was promoted to Fire Lieutenant.
- The Department welcomed a new Firefighter Mathew Orzechowski in August 2014.
- Shawn Donovan stepped down from the position of Fire Inspector and Ron Gavel was appointed Fire Inspector in October 2014.
- Firefighter Charles Feeley retired in September 2014.
- Michael Filosa was selected as the new EMS/BLS Coordinator in November 2014.
- Firefighter Burt Fahy retired in October 2014 after a 39 year career with the Town of Needham.
- Lieutenant Steven Guiney and Firefighter Eric LaBorne were appointed to assume some Fire Alarm technician duties in November 2014.
- Deputy Fire Chief John Whalen retired after a 35 year career with the Department.
- Deputy Fire Chief Dennis Condon was appointed Fire Chief in December 2014.
- Captain Matthew Dooher was promoted to Deputy Fire Chief in January 2015
- In February, the Department welcomed several new Firefighters including Sean Marcotte, Michael Welch, Thomas Wesley, and Jacob Hart.
- Firefighter David Duffy retired in February 2015.
- Firefighter Peter Vigliano was promoted in May 2015 to Fire Captain.
- Firefighter/Inspector Matthew Kane retired in May 2015.
- Firefighter John Friel retired in June 2015.
- Jacob Hart was selected to assume the duties as one of our Fire Mechanics in June 2015.
- In FY15, the Department was successful in receiving a Student Awareness of Fire Education grant in the amount of \$5,023 and a Senior Awareness of Fire Education grant in the amount of \$2,995. This money helps us to provide lifesaving fire prevention education in the classroom, as well as improve the fire and life safety of older adults.
- The department responded to a variety of incidents throughout the year including a number of multiple alarm fires during the period of heavy snows last winter. During a period of drought last spring and early summer, the department dealt with a period of increased brush fires.
- A new brush truck was put into service in June 2015.
- The Fire Alarm Systems Institute presented an interactive training program to familiarize our firefighters with various fire alarm systems and their components.

- The Massachusetts Firefighting Academy presented several training programs including a Trench Rescue Awareness and Hydrogen Cyanide. The Trench Rescue Awareness program educated Firefighters about the acute dangers involved in trench rescues, while stressing safety. The Hydrogen Cyanide program explained the dangers that Firefighters can face when Hydrogen Cyanide is released by combustion, proper treatment if exposed and precautions for the best protection.
- Department personnel received training on a new Computer Aided Dispatch system and incident reporting software. The system allows for more streamlined dispatching protocols and better tracking of personnel, apparatus and incident reporting. The system went into effect in June 2015.
- Representatives of the Massachusetts Peer Support network presented a program on critical incident trauma, addiction and stress management for firefighters.
- In-house training included EMT/Paramedic Refresher, monthly EMT meetings/rounds, ALS/BLS Interface, and the use of nasal Narcan.
- In addition, department personnel were given building tours of the new Trip Advisor World Headquarters building, the new skilled nursing facility, apartments/assisted living and Alzheimer's Unit at North Hill, the new water pumping station and the retail/residential complex at 50 Dedham Avenue.

POLICE DEPARTMENT

Philip E. Droney, Chief of Police

PURPOSE

The police mission is the maintenance of social order within carefully prescribed ethical and constitutional restrictions. This mission contains the following elements:

- Prevention of Criminality
- Repression of Crime
- Apprehension of Offenders
- Recovery of Property
- Regulation of Non-Criminal conduct
- Performance of Miscellaneous Services

Consistent with the above, the Department mission is to work with all citizens to preserve life, maintain human rights, protect property and promote individual responsibility.

The Police Department is established under the authority of Massachusetts General Law, Chapter 41, Section 97A.

POLICE DEPARTMENT EMPLOYEES

During the year the full time staff included a total of fifty-five employees. They included:

- 49 sworn police officers;
- 5 public safety dispatchers;
- 1 Animal Control Officer;

- 3 Civilian Clerical Staff, and
- 1 Mechanic/Custodian.
- In addition, the Department maintained twenty-two traffic crossing supervisors to staff school traffic crossings.

PERSONNEL CHANGES FY15

- Officer Shannon Drumm transferred to the Framingham Police Department.
- Kerri Hurley was hired as a civilian dispatcher.
- Daniel Sohn was hired as a civilian dispatcher.

DEPARTMENT ASSIGNMENTS FY15

- 375 child safety seats were installed by Officer James Treggiari during the year.
- Officer Karl Harmon served as Community Service Officer.
- Officer R. Vincent Springer served as School Resource Officer.
- Officer Catherine McCullough was assigned as the Juvenile Court Prosecutor.
- Officer Brian Gallerani was assigned to the Detective Bureau.

The Municipal Police Training Committee awarded five Needham Officers with the Lifesaving Award for going above and beyond their duties by rendering medical assistance to a person in need. The award indicates that the officers were able to demonstrate their CPR training in a beneficial and life-saving manner. Officers recognized were Roger Noll, Vincent Turco, Matthew Palmer, Leo Schlittler and Anthony Frongillo.

The Department continued to participate in regional activities with other area police departments in an effort to combine resources and maximize service in areas involving investigative activity, communication technology and tactical deployments.

TECHNOLOGY & PROJECTS FY15

- The Police Department implemented new public safety computer aided dispatch and records management system. Training and development continues to be provided to ensure proficiency with the new software. The Department's goal is to improve efficiency by eliminating multiple applications currently being used and reducing maintenance costs.
- The Police Department also implemented a new evidence management system allowing for increased efficiency in managing evidence and property.
- The Police Department equipped all Needham cruisers with Nasal Narcan which is a drug that helps reverse the effects of opiate overdose. Officers received specialized training in administering this life-saving drug.
- The Police Department, working in conjunction with the Fire Department, continued to work with the Needham Schools on several safety initiatives. These included lock-down drills, reviewing school crisis plans, critical incident training, building security and other school safety concerns. This team approach has been valuable and beneficial in enhancing school safety.
- Multiple Needham officers, along with 60 of their colleagues from across the county, attended District Attorney Michael Morrissey's Safe and Supportive School Training.

The training provided strategies for a collaborative response between police and schools in dealing with complex student issues.

- The Department received reimbursement funding under the State 911, Department of Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive Program. The grant funding to each primary 911 call center is based on the previous years 911 call center volume. During FY2015 the Department was allocated \$59,894.
- The Department also received federal grant funding through the Massachusetts Highway Safety Department to conduct high-visibility traffic enforcement. The enforcement mobilizations targeted drunk driving, aggressive drivers and seat belt use. In FY2015, the Department received \$9,000 through the grant.

FY2015 ACTIVITY COMPARED WITH RECENT YEARS

Category	FY2013	FY2014	FY2015
Calls for Service	32,584	34,368	33,610
Incident Reports	1,569	1,729	1,840
Larceny	197	140	148
Vandalism	48	54	41
Breaking and Entering	54	24	38
Assaults	29	39	35
Drug Violations	14	12	11
Operating under the Influence	21	20	31
Adult Arrests and Complaints	341	317	299
Juvenile Arrests & Complaints	28	41	26
Traffic Violations	2,931	3,491	2,939
Accidents Reported	407	424	415

The distribution of illicit drugs in Town continues to be a major concern of the police department. The Police Department was involved in several narcotic investigations which resulted in the arrest of several individuals. The offenses some of these individuals were charged with ranged from possession with intent to distribute marijuana to possession with intent to distribute heroin. The Police Department will continue to aggressively address the distribution of illegal narcotics through enforcement, education and community partnerships.

- The number of reported breaking and entering cases increased from the previous fiscal year.
- Reported assaults decreased this year from 39 to 35.
- Adult arrests and complaints decreased from the previous year. Juvenile arrests and complaints also decreased.
- In FY2015 the Department received \$9,925.00 in false alarm fees.
- In an effort to keep unwanted and expired prescription medication out of the hands of children, the Police Department participates in a prescription drug take-back program. Through a combination of a prescription drug disposal safe located in the police department lobby and a semi-annual drug take-back drive, the Department collected and safely disposed of 732 pounds of unwanted medication in FY2015.

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

Dr. Edward A. Bouquillon, Superintendent-Director

INTRODUCTION TO THE SCHOOL

Minuteman High School is an award-winning regional high school located in Lexington, just west of Boston, in a sweeping 16-town district rich in Revolutionary War history.

Minuteman offers career and technical education in more than one dozen majors, ranging from carpentry and cosmetology to biotechnology and engineering technology. It couples that with rigorous academic instruction, including Advanced Placement courses.

Minuteman gives its graduates a competitive edge in the new global economy by providing them with a high-quality career and technical education, integrated with a rigorous grounding in mathematics, English, science, and social studies. Minuteman offers a wide selection of academic courses and programs, including foreign languages (Spanish, French and Latin), art, and Girls in STEM (Science, Technology, Engineering, and Mathematics). The school offers a wide range of sports and does not charge any fees to participate.

In a typical year, more than 60% of Minuteman's graduates pursue college or advanced training.

The Minuteman district includes 16 member communities: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston.

Minuteman High School is an accredited member of the New England Association of Schools & Colleges (NEASC).

A LOOK BACK AT 2015

The year 2015 was a busy one at Minuteman.

The school saw major changes in its leadership team, took several steps to advance its long-planned and long-awaited building project, secured state grants to support its programs, established a highly popular Girls in STEM Camp, refocused marketing efforts on recruiting in-district students, received awards for student academic and trade successes, saw improvement in its MCAS scores, assisted non-profit community groups and towns with a host of projects, and secured approval of its budget from each of the 16 towns in the district.

LEADERSHIP CHANGES

Minuteman saw major leadership changes during 2015 with the appointment of a new Principal, Assistant Principal, Director of Outreach and Development, and Director of Special Education.

John "Jack" Dillon III, who served as the school's Assistant Principal for nine years, was selected as Principal. Mr. Dillon has worked in education for 25 years. Before working at Minuteman, he served as Assistant Principal at Maynard High School and as a health teacher and

acting Assistant Principal at Burlington High School. He earned a Master of Education degree from Cambridge College. He holds a B.S. in Education from Bridgewater State University.

He was one of 34 persons who applied for the Principal's position. He succeeds Ernest F. Houle, who was appointed Superintendent-Director at Assabet Regional Vocational Technical High School in Marlborough.

George M. Clement, a long-time educator and finalist for a national teaching award, was selected to succeed Mr. Dillon as the new Assistant Principal / Director of Admissions.

In his new role, Mr. Clement is responsible for letting seventh- and eighth-grade students and their families know about the high-quality educational opportunities available at Minuteman. He will meet annually with hundreds of potential applicants and be in overall charge of the school's admissions process. He will also be coordinating a variety of career development activities intended to give middle school students an opportunity to experience career and technical education and get a sampling of STEM (Science, Technology, Engineering and Math) initiatives.

Mr. Clement has been at Minuteman since 2009 as a Reading Specialist. In 2014, he was named a finalist for Scholastic Company's "All-Star Educator Award" for reading.

He holds a B.A. in History/Education from Merrimack College in North Andover and a Master of Education in Special Needs from Simmons College in Boston.

Steven C. Sharek was appointed in January as the school's Director of Outreach and Development. Mr. Sharek previously served as Superintendent-Director at Montachusett Regional Vocational Technical High School, as a Communications/Grants Coordinator and Cluster Coordinator at Greater New Bedford Regional Vocational Technical High School, and as the Assistant Dean of Academic Services at Southern New England School of Law (now UMass Dartmouth School of Law).

He previously served as a radio news reporter, assistant to the Mayor of New Bedford, City Councilor and Council President in New Bedford, and Town Moderator in Dartmouth.

Mr. Sharek holds a B.A. in English from UMass Dartmouth, a Master's in Educational Leadership from Bridgewater State University, and a Juris Doctor from Southern New England School of Law.

He succeeds Brendan Dutch, who served as Director of District Communications, and left for a position at the State House.

BUILDING PROJECT ADVANCES

A long-planned building project took major steps forward during 2015.

On February 6, Minuteman's School Building Committee announced preliminary cost estimates for four alternatives: renovating the school with state financial help, renovating and expanding with state help, building a new school with state help, and building a new school and

demolishing the old one with state help. In addition, a subcommittee released a cost analysis for a self-funded model that would be required if the state-funded project is rejected. According to Kaestle Boos Associates, Inc., the project architect, new construction is the least expensive of the options. A minimum of 40% of the estimated \$144.9 million project cost would be borne by the state. The maximum estimated district share would be \$86.9 million.

On March 11, the School Building Committee launched a series of public presentations and information-gathering meetings. The first meeting was held in Acton. During its presentations, Committee members stressed three reasons to take action: current problems with the building's condition must be addressed, the school's educational programming could be enhanced in a better physical plant, and the school's accreditation is in jeopardy solely because of the condition of the building.

On April 30, the School Committee held its final public presentation, this one in Arlington.

On May 11, the School Building Committee voted to recommend construction of a new school.

On May 19, the Minuteman School Committee endorsed construction of a new school as its "preferred option" for addressing current facilities issues; creating an educational environment that best meets the needs of students, teachers, and employers; and ensuring continued accreditation. The committee also authorized Skanska USA, its project manager, to submit supporting documentation to the Massachusetts School Building Authority (MSBA) by June 11.

On August 6, the MSBA unanimously endorsed the building of a new 628-student Minuteman High School on district land adjacent to the existing school. The MSBA Board of Directors voted 4-0 in favor of the district's "preferred solution" – construction of a new \$144.9 million school for 628 students. The board authorized the school to prepare detailed schematic drawings for the new building. "This is a huge step forward," said Ford Spalding, chairman of the Minuteman School Building Committee.

The new high school, which would be built in the Town of Lincoln on land owned by the District, would be funded by the MSBA and the 16 district towns. The MSBA would pay a minimum of 40% of eligible costs.

The new school would be smaller in size than the current school, with fewer students, but would still offer a host of advanced career and technical education programs designed to meet the region's current and emerging workforce needs.

State Treasurer Deborah Goldberg, who chairs the MSBA board, delivered an impassioned plea supporting vocational technical education and the value of schools such as Minuteman across the Commonwealth. "There's a direct connection between these schools and sustainable economic development in the state," said Treasurer Goldberg. She described Minuteman as a "magnet" for students who will be filling 21st century jobs. "We need to move forward," she said, "because of what it means to the state and our future." Once parents begin to see the connection between vocational technical education and high-paying jobs, she said she would not be surprised to see Minuteman back at the MSBA seeking to expand.

In a four-page memo provided to the Board of Directors, MSBA Director of Capital Planning Mary Pichetti outlined a series of reasons why the MSBA staff was recommending approval of the Minuteman project. Among other things, she said vocational technical education plays an important role in the economic future of the state; Minuteman is an important educational resource for students; the school's Educational Program Plan is "comprehensive", demonstrates demand for proposed programs, and aligns with evolving trends in employment; and there is a need for capital investment in the existing facility.

The July 21 memo also noted that new state regulations establish a capital fee to be added to non-resident students' tuitions and an additional fee for non-resident students enrolled in special education. According to the memo, this change "...addresses one of the District's long-standing concerns regarding its member's share of supporting non-resident students."

The MSBA memo strongly endorsed the planned 628-student school. It also indicated that a school with an enrollment of 600 is the *smallest* school the agency would be willing to commit state funds to.

"The District has worked with its School Committee to craft a fiscally responsible plan that downsizes the school to avoid over-reliance on non-member enrollment while still maintaining a high quality vocational and academic curriculum," wrote Ms. Pichetti. She said a school of 435 students "is not operationally sustainable and would not meet the District's educational goals." According to Ms. Pichetti, "[t]he MSBA would not be able to support the construction of a high school with a design enrollment less than 600 students due to the diseconomies of scale affecting the cost and the ability for the District to deliver its desired curriculum."

Ms. Pichetti said a review of enrollment and application data "... demonstrate sufficient demand for program offerings to ensure the facility will be utilized."

State Representative Carmine L. Gentile (D-Sudbury) and Representative Alice Peisch (D-Wellesley) both spoke to the MSBA board, noting that some town officials still had concerns about the size of the planned school and how it's going to be funded. However, both also acknowledged the need for a new school.

POLL SHOWS DISTRICT VOTERS SUPPORT NEW SCHOOL

Voters in the Minuteman High School district support the school, its programs, and a proposal to replace the school with a new building – and they do so in big numbers, according to professional research poll. The poll of 400 registered voters was conducted by nationally-recognized pollster David Paleologos of DAPA Research Inc. in late August. It has a margin of error of +/- 4.9 percentage points.

The poll, which was commissioned by Minuteman, was designed to gauge voters' sentiment about the school and the quality of its programs, their awareness and level of support for a proposed building project, and the factors that most influence voters' opinions.

"This poll shows that there's a strong positive feeling in the district about Minuteman High School and its programs," said pollster David Paleologos, head of DAPA Research Inc.

“There’s a clear willingness to build a new school,” Paleologos said. “And this support crosses all demographics: gender, income, age, area, and even political party. These are overwhelming numbers, and the type of results we don’t see very often.”

Some 78% of voters polled indicated positive or very positive feelings about the school, with only 2% indicating they had negative feelings. Sixty-four percent (64%) indicated they had positive or very positive feelings about the quality of the vocational-technical programs at Minuteman, with just 2% indicating negative feelings.

The poll showed overwhelming support for construction of a new school. Some 68.5% indicated they would vote to build a new school, 23% were undecided, and 8.5% indicated they would oppose it.

Intensity of support for a new school was higher than intensity of opposition, according to Mr. Paleologos.

Keys factors influencing voters decisions were impact on students (31%), impact on tax bills (22%), and condition of the existing building (16%).

By a margin of 46%-39%, voters indicated that they would prefer to see a decision about the project made by voters during a district-wide ballot, instead of by individual Town Meetings in each of the 16 Minuteman towns. Some 76% of those preferring a district-wide ballot favored building a new school; 63% of those preferring Town Meeting approval favored building a new school.

The live telephone poll was approved by the Minuteman School Committee in July and was conducted by DAPA Research August 25-28. Before the survey got underway, the polling questions were submitted to the Massachusetts Office of Campaign and Political Finance for approval.

During the spring of 2015, the Minuteman School Building Committee hosted public presentations in 15 of its 16 member communities and solicited input on five options, including renovation of the existing school, renovation and addition, and construction of a new school. Of those who completed written or online surveys, 89.1% of the respondents preferred construction of a new school.

NEW STATE REGULATIONS HELP DISTRICT TAXPAYERS

The Board of Elementary and Secondary Education this year adopted new state regulations covering vocational technical education. While not all of the regulatory changes are helpful to Minuteman High School, two changes are big “wins” for taxpayers in the Minuteman school district.

One change established a capital fee for out-of-district students. Another established a special education fee for out-of-district students receiving special education services.

These regulatory changes are the direct result of efforts by Minuteman to allay concerns from the district's member communities about the costs of providing educational services to out-of-district students.

With the full support of the Minuteman School Committee, the Superintendent worked with the Department of Elementary and Secondary Education to pursue a change in state regulations to allow Minuteman to assess a capital fee. The state Board adopted the new regulations on February 27. Those regulations call for both a capital fee and a special education fee.

The Minuteman School Committee and School Administration both support charging a capital fee for out-of-district students. We recognize that the new capital fee is a huge "win" for district taxpayers.

WHY A NEW SCHOOL?

The Minuteman facility is more than 40 years old. Its building systems – structure, electrical, mechanical, roofing, windows and exterior cladding – are at the end of their life and are failing fast. The facility falls far short of meeting today's standards to support the planned educational curriculum, and it falls short of meeting current requirements for energy efficiency, life safety, air quality, seismic loading (earthquake resistance) and ADA compliance for accessibility, to name a few.

Minuteman's facilities can no longer keep pace with the instructional and program needs. For any technical school, it is imperative to maintain a current facility and curriculum. Minuteman facilities must be updated so as to support current needs and be flexible enough to meet future needs. The current conditions of the facility are an obstruction to delivering a high performance technical education and developing an adequate workforce. Minuteman is a community regional education resource effective in developing secondary students, and (re)training the existing workforce for the local and regional economy.

The approximately 330,000 square foot core structure was built in the early 1970's under a design concept known as the Open School. The exterior wall is jumbo masonry brick veneer with airspace and insulated cavity space with backup CMU wall assembly. The interior finish is either painted, furring with painted gypsum board or wall-mounted acoustical panels. There is no air and vapor barrier indicated in the wall construction does not comply with current code-mandated minimum performance standards. The exterior wall envelope is insulated metal panel with continuous single pane glazing on the upper portion of the exterior walls. The metal panel is acting as the air and vapor barrier. This wall construction does not comply with current code-mandated minimum performance standards. While some work has been done over the past few years to repair and upgrade certain parts of the building, the majority of the structure still comprises original materials and systems.

In anticipation of a major upgrade of the facility to meet the newly approved Education Program Plan, spending on maintenance work has intentionally been limited to critical work only. Consequently, preventive maintenance has been deferred and has accumulated to the point where much of it must now be considered critical. Coupled with the requirement to bring the building up to code, the scope of work that will need to be done as quickly as possible is enormous.

The condition of the school building has been the focus of attention for the New England Association of Schools and Colleges (NEASC) since its visit to the school in 2009. It was the reason NEASC scheduled a follow-up “Focused Visit” in 2011 to review the status of the areas of concern. Rather than finding improvement as the evaluators had expected, the conditions had continued to deteriorate. In its Focused Visit report on the visit in May 2014, NEASC’s Commission on Technical and Career Institutions rated the school facilities as “Needs Improvement.” NEASC has placed Minuteman’s accreditation on “Warning” status solely due to the condition of the building.

WHAT EDUCATION IN THE NEW SCHOOL WILL LOOK LIKE

In the new school, there will be two Career Academies and a Shared House providing services and programs for all students. The Career Academies will include 16 state-approved Chapter 74 programs offering 21 career majors. These career vocational technical education (CVTE) majors are designed to match current and emerging labor market needs of the region. The new Educational Program Plan adjusts current program offerings through the phase out of two CVTE programs, the merging of two programs, and the creation of two new CVTE programs: Advanced Manufacturing & Fabrication and Multi-Media Design and Engineering.

Engineering, Construction, and Trades Academy

Advanced Manufacturing & Fabrication (New)

Electrical

Plumbing and Heating

Carpentry and Construction

Automotive Technology

Multi-Media Design and Engineering (New)

Robotics and Automation

Programming and Web Development

Design and Visual Communications

Life Sciences and Services Academy

Culinary Arts and Hospitality

Early Education and Teaching

Cosmetology and Barbering

Health Services

Environmental Science and Technology

Biotechnology

Horticulture and Landscaping Technology

This reorganization of the CVTE programs into two Career Academies is in response to the current and projected changes in the workforce. The entire Minuteman community, students, staff, faculty, parents and business advisory members have been involved in the development of this model. The new school is clearly the best selection to support the reorganization in a manner that enhances our school wide goal of deeply integrating academic and vocational curriculum. The original building was designed to separate the disciplines. This runs directly counter to the District’s priority that programs work together, not in isolation. The existing facility contains six

levels/floors. This further separates students and programs making the integration of curriculum impractical or inefficient in most instances.

The new Educational Program Plan necessitates an integrated delivery of educational programming across all disciplines. Relevant programming that prepares young people for college and career will increase the demand overall for access to Minuteman. Numerous research publications have documented the growing need for high schools to address the career development of all students in order to create a return on the weighty college investment facing families in our District. Minuteman students develop experience through integrated academic and technical training in their chosen field before they enter postsecondary institutions.

The Educational Program Plan reflects CVTE Programs and career majors that are valued by our member communities because they give our students an advantage in knowing their skills and interests related to their college major selection. The Career Academies, once fully implemented in a new facility, will facilitate the integration of academic and CVTE curriculum, a fundamental element in the District's philosophy. The Career Academy model was an outcome an extensive planning and visioning effort that took place over the 2010-2012 school years and reaffirmed through professional development activities in 2014- 2015. It was determined that the Career Academy model had several advantages that supported our core beliefs as a school community. This model not only facilitates the integration of academic and CVTE curriculum, it supports the logical adjacencies that enhance the learning experience for students in different occupational training programs that are related to one another within the same academy. It also provides opportunity to locate programs within academies near programs that have combined project-based learning activities.

The new school will also substantially improve lab space for Robotics, Engineering and Automation; Environmental Science and Technology; Culinary Arts and Hospitality; and Health Assisting, allowing students to access high-level curriculum.

The Shared House will provide core programming that is accessed by all students, regardless of career major. This is best done in a central location. The Shared House will contain a variety of programming common to both Academies. It will continue to offer Advanced Placement (AP) classes, foreign languages, music, art, and a rigorous offering of college prep classes.

Academics comprise English (AP English Literature and Composition), Mathematics (AP Calculus A-B), Humanities (History, Civics, Psychology, Languages, Art, Music), Science (Biology, Chemistry, Physics, Applied Physics, Anatomy and Physiology, Nutrition), and Physical Education. The Shared House contains programs and services that most high schools offer, such as advanced placement classes, health and wellness (nursing) services, physical education, guidance and media (library) services. Guidance and career counselors are assigned by Academy and CVTE Program, not by alphabet or grade level. This affords traditional guidance staff with the opportunity to deliver services to students in a manner that is reflective of student interests within a career major.

MINUTEMAN SECURES STATE GRANTS

Minuteman High School secured nearly \$150,000 in separate competitive grants to supplement its budget and support its programs.

Minuteman was awarded an \$88,970 state grant to expand its Biotechnology program and give students a competitive edge in one of the state's fastest-growing industries. The grant was one of six awarded by the Massachusetts Life Sciences Center to schools in the MetroWest region.

The grant will allow Minuteman's Biotechnology program to purchase biotech equipment and supplies, including Bioreactors and Bio Commanders software. This will make more equipment available to more students, allow the school to simulate industry environments or "wet labs," and increase the teaching of process control, an essential skill in any biotech career. The Bioreactor and accessories will allow Minuteman students to grow transformed cells to mimic the procedures used in industry.

Minuteman's Biotechnology program allows its students to explore and research the many careers in the biotech industry, including bio manufacturing technician, research and development scientist, and biomedical engineer. The four-year program includes aseptic techniques, microscope use, applied genetics, marine biology, microbiology electrophoresis, basic instrumentation, molecular biology and DNA, writing standard operating procedures, immunology, protein chemistry, proteomics, statistical process control, and sustainability and green techniques.

Biotech students at Minuteman can earn up to 11 college credits at Middlesex Community College while still in high school. These credits are transferrable to a four-year state university.

According to industry figures, the number of Biotechnology research and development jobs grew faster in Massachusetts than in any other state in the nation.

Minuteman operates a highly-regarded Technology Outreach Program in several middle schools in the Nashoba Regional School District and the Acton-Boxborough School District. The Outreach Program serves as a pipeline for students interested in careers in STEM (Science, Technology, Engineering, and Mathematics).

In July, the school was awarded a competitive state grant of \$59,940 to purchase three training simulation systems for students learning welding.

These high-tech systems will enhance instruction in the metal fabrication and joining technologies, freshman exploratory and advanced manufacturing programs. Advanced Manufacturing is a new program that will start being phased-in during the 2016-17 school year. These machines provide a sophisticated virtual simulation of what it's like to actually do welding. Students using the machines wear a welder's helmet and have a realistic experience that is safe, educational, and utilizes fewer materials.

By using simulators, the potential for students to sustain burns and eye injuries, both of which are ever-present dangers in welding, is eliminated; electrical consumption and hazardous gas

emissions from welding are lessened or eliminated; students tend to respond enthusiastically to the virtual aspect of these simulators, which reminds them of video games and can make the welding profession exciting. In addition, teachers can more effectively train students, track their progress, more accurately pinpoint their errors, and improve the quality and extent of the feedback students receive.

NEW RECRUITING, RETENTION AND MARKETING EFFORTS

Minuteman retained the services of Mark C. Perna, a nationally recognized expert in recruiting and retaining students in vocational-technical schools. Mr. Perna is the founder of Tools for Schools of Columbus, Ohio.

Throughout the year, he worked with a team of administrators, faculty and staff members led by Assistant Principal George Clement. They developed a comprehensive recruiting and marketing campaign to increase applications and enrollment from our member towns. With his help and concerted efforts by the entire staff, Minuteman is going to attract and retain more of the right students in the right programs for the right reasons. As a result of doing this, the school will enroll more students, retain them in greater numbers, and attain higher graduation rates. The right student is one who is motivated, dedicated, sees the light at the tunnel, and wants to get there.

With Mr. Perna's help, Minuteman is changing its messaging to emphasize the advantage of a career technical education: students receive rigorous academic instruction and earn significant professional credentials that prepare them for college and career.

Further, Minuteman has redesigned and refocused many of its recruiting activities and the timeline used to deliver them. Among other things, the school has redesigned its ninth-grade exploratory program to give freshmen more freedom programs they really want to explore in depth. These changes will allow students to make educated and thoughtful decisions regarding which career path to choose. This will lead to a more streamlined educational experience and ultimately increase student retention rates.

Finally, the school has taken initial steps to simplify its admissions process by creating an online application system and developed a new 4-minute recruiting video to be shown to middle school students. The video was produced by Andrew Mudge of Black Kettle Films.

STUDENT AWARDS

Massachusetts SkillsUSA Competition

Twelve students from Minuteman High School received medals -- four gold and eight bronze -- in a statewide skills competition. The students earned the medals at the SkillsUSA State Leadership and Skills Conference held in Marlborough from April 30 to May 2. Fifty-nine students from Minuteman took part in the event.

SkillsUSA allows students in career and technical education to compete in a host of technical and leadership competitions.

The medalists were Sarah Joseph (Arlington), bronze medal in career pathways showcase – health; Aiblinn Moore (Medford), bronze medal in telecommunications cabling; Caitlin Monagle (Wellesley), gold medal in community action project; McKenzie Hartman (Sudbury), gold medal in community action project; Alison Beucler (Medford), bronze medal in OSHA; Rachel Sheehan (Malden), bronze medal in OSHA; Kentra Vellom (Sudbury), bronze medal in OSHA; Danny Lessard (Medford), gold medal in Plumbing (postgraduate), Robin Verheyen (Harvard), bronze medal in commercial baking (postgraduate); Collin Kelly (Sudbury), gold medal in action skills; Kaleena Gullede (Watertown), bronze medal in career pathways showcase – health; and Allison Kirk (Saugus), bronze medal, career pathways showcase – health.

Michaela Ganimian (Stow) was elected to serve as a SkillsUSA State Officer next year, and Minuteman's SkillsUSA Chapter adviser Terry Regan was named Adviser of the Year. Engineering technology instructor Becky Quay and the following Minuteman students in the STEM (science technology, engineering and math) program were given special recognition as the SkillsUSA National Grand Prize winners for their Student2Student mentoring program: Nakeyra Santos (Lexington), Tanisha Santos (Lexington), Rachel Toups (Boxborough), Alicia Benway (Waltham), Channon Lessard (Medford), Alison Beucler (Medford), Anastasia Monich (Boxborough), Hannah Whitney (Acton), Emma Clemente (Medford), Tristin O'Connor (Bolton), Michaela Ganimian (Stow), Diana Perez (Everett), Sarah Joseph (Arlington), Julia Ruderman (Arlington), Kaleena Gullede (Watertown), and Alice Hawkes (Waltham).

National SkillsUSA Competition

Minuteman High School accepted a grand prize for its Girls in STEM program and a Minuteman student earned a silver medal during the 51st annual SkillsUSA National Leadership and Skills Conference in Louisville, Kentucky.

Minuteman's Girls in STEM team was honored with the top award from SkillsUSA's Student2Student Mentoring program. Students Sarah Joseph (Arlington), Kaleena Gullede (Watertown), Julia Ruderman (Arlington), and Alison Beucler (Medford) represented the Girls in STEM. They were joined by teacher advisors Becky Quay and Sarah Ard.

The school's Girls in STEM Club mentored seventh and eighth grade girls, informed them about STEM opportunities, education and careers, and provided them with outstanding female role models. Girls in STEM and Minuteman were each awarded \$500 to continue their work.

Collin Kelly of Sudbury earned the silver medal in the Action Skills competition in which students demonstrate a technical skill to a panel of judges. Collin demonstrated the proper technique for the monitoring and maintenance of ammonia concentrations in a fish tank.

The Community Action Project team of Caitlin Monagle (Wellesley) and McKenzie Hartman (Sudbury) finished fourth, just out of the medals, for their project stenciling storm drains in Wellesley. Danny Lessard (Medford) competed in the postgraduate plumbing category and finished in the middle of a talented group of contestants.

Michaela Ganimian (Stow) attended the Conference as a SkillsUSA State Officer-elect and served as a voting delegate, as did Ms. Joseph and Ms. Gullledge.

Pioneer Institute Essay Contest

In May, Minuteman junior Julia Ruderman won first place in the Pioneer Institute's Frederick Douglass Prize Essay Contest for Massachusetts

Ruderman, who lives in Arlington, earned a \$5,000 prize from Pioneer for her essay on the Old Schwamb Mill in Arlington.

The Frederick Douglass Prize Essay Contest for Massachusetts encouraged students to choose from dozens of historic sites across Massachusetts, and develop a clearly organized and well-researched essay drawing on primary and secondary sources, that explains the historical impact and significance, according to the Pioneer Institute.

Old Schwamb Mill on Mill Street is the country's only manufacturer of hand-turned, museum quality oval frames and it is the oldest continuously operating mill site in the United States (c. 1650).

Ruderman essay was selected for first place from 66 essays. An independent panel of judges, including current and former high school history teachers, selected winners.

Minuteman receives \$1,000 for Ruderman's accomplishment as well.

Walter J. Markham Award Nominee

Maria Cid-Pacheco, majoring in biotechnology, was Minuteman's 2015 nominee for the Walter J. Markham Award sponsored by the Massachusetts Association of Vocational Administrators (MAVA) and the Massachusetts Vocational Association (MVA).

The Markham Award, which is named for a visionary leader in the field of vocational technical education in Massachusetts, is bestowed on a senior who has demonstrated "leadership, good school attendance, excellence in technical studies and excellence in academic achievement," according to the guidelines established by MAVA and the MVA.

Cid-Pacheco, an Arlington resident, demonstrated leadership, initiative and dedication, both in and beyond the classroom. She received numerous prestigious awards, such as the Rensselaer Medal from the Rensselaer Polytechnic Institute in Troy, N.Y.; the Bausch & Lomb Honorary Science Award from the University of Rochester and the Future Farmers of America Agriscience Fair gold medal for Environmental Systems.

Cid-Pacheco expressed gratitude to her Biotechnology teachers, Patrick Rafter and Crystal Auger.

Outstanding Vocational-Technical Student Award

Emma Clemente, an environmental science and technology major, was the school's MAVA/MVA Outstanding Vocational-Technical Student of 2015.

She, along with other distinguished student honorees from technical high schools and programs across the Commonwealth, was honored at the annual Outstanding Vocational Student Award Dinner at Mechanics Hall in Worcester on April 15.

The Outstanding Vocational-Technical Student award requires, among other things "a minimum of a cumulative 3.50 grade-point average, leadership qualities, technical competence, excellent attendance and community involvement."

Clemente clearly earned the respect of her environmental science and technology teachers at Minuteman, Patrick Rafter and Anthony Wilbur, who believe she is the "most academically gifted student among the senior class, and among the most reliable and conscientious students in the school."

Ranked in the top 5 percent of Minuteman's 2015 graduating class, Clemente earned her American Red Cross First Aid & CPR Certification, Massachusetts Grade 2 Municipal Wastewater Operator's License, Massachusetts Grade 1 Drinking-Water Treatment Plant Operator's License, OSHA HAZWOPER Certification, OSHA 10-Hour General Industry Safety Certification, and a Confined-Space Entry Certification.

MCAS SUCCESS

Minuteman High School improved its performance on MCAS tests this year, with that improvement extending to all disciplines and all student subgroups. Results of the test were reported by the Department of Elementary and Secondary Education (DESE).

"In many cases, the improvement was significant," said William J. Blake, Jr., Minuteman's Director of Curriculum, Instruction and Assessment. "Improvement was particularly significant for our students with disabilities."

Mr. Blake said scores in English Language Arts are the highest in Minuteman school history with a 100% pass rate and 97% of students rating Advanced and Proficient combined, an increase of 12% over last year. Students in all subgroups increased their performance on the ELA test, with 100% of females scoring Advanced and Proficient combined. Students with disabilities exceeded the state average in every standard and question type. Their open-response performance improved by 8%.

On the Mathematics test, Minuteman saw a 93% first time pass rate, with 73% scoring Advanced and Proficient combined, a 4% increase from a year ago. Short-answer responses improved across the board. Students in 9 of 15 subgroups increased their performance. Students with disabilities exceeded the state average in 15 of 17 math strands; their performance on short-answer questions increased by 20%, exceeding the state level by 9%. Their open-response performance exceeded the state by 10%. Students in Title I improved their performance on short-answer questions by 29%. Students in the high needs category improved their performance on short-answer questions by 16%, exceeding the state average.

In Science Technology and Engineering (STE) overall, Minuteman had a 98% pass rate with 69% scoring Advanced and Proficient combined, a 4% increase from 2014.

In Biology, Minuteman had a 98% pass rate, an 8% increase from 2014. Some 70% of those taking the Biology test scored Advanced and Proficient combined, a 9% increase from 2014. Overall, performance in Biology increased for all items, question types and 5 of 6 topics. Students in the economically disadvantaged category exceeded the state average in all items, question types, and 5 of 6 Biology topics. Students with disabilities scoring Advanced and Proficient combined increased by 19%. Students with disabilities improved in all areas and exceeded the state average in all items, question types, and 5 of 6 topics.

For the third consecutive year, Minuteman students who took the Chemistry exam had a 100% pass rate with 74% scoring Advanced and Proficient combined. Those students exceeded the state average in all areas, question type, and 7 of 8 topics.

DISTRICT ENROLLMENT FOR HIGH SCHOOL PROGRAM

As of October 1, 2014, Minuteman had 673 students enrolled in its high school day program. Of these, 384 (57.1%) lived in one of the 16 district towns and 289 (42.9%) lived outside the district.

For the high school day program, the breakdown of member town enrollment was as follows: Acton (26), Arlington (146), Belmont (29), Bolton (10), Boxborough (4), Carlisle (8), Concord (12), Dover (3), Lancaster (32), Lexington (40), Lincoln (4), Needham (22), Stow (18), Sudbury (24), Wayland (3) and Weston (3).

For the high school day program, students also came from more than two dozen communities from outside the district: Andover (2), Bedford (4), Billerica (17), Boston (35), Brookline (3), Burlington (2), Cambridge (3), Dedham (2), Everett (6), Littleton (1), Malden (7), Maynard (2), Medford (44), Newton (3), North Andover (2), Reading (5), Revere (1), Saugus (2), Somerville (3), Southborough (1), Stoneham (2), Wakefield (2), Waltham (50), Watertown (63), Wellesley (6), Wilmington (2), Winchester (3), and Woburn (16).

POST-GRADUATE PROGRAMS

The Minuteman Technical Institute (MTI) offers six (6) different post-graduate programs: Advanced Automotive Technology, Building Construction Technology, Cosmetology, Culinary Arts/Baking, Early Education & Care, and Electrical Wiring.

“We provide students with the skills they need to compete successfully for jobs in high-growth industries,” said Jill Asser, Director of Community Education. “They learn from the experts, they learn more, and they get the individual attention they deserve.”

MTI provides students with the required qualifications to confidently seek out and successfully compete for employment. Adults may apply to the MTI programs to hone their skills in a technical area, retrain for new employment, or learn new technical skills. MTI rapidly equips students with the knowledge, self-confidence, and industry certifications to enhance qualifications for their existing career or begin a new one.

MTI's post-graduate programs follow the regular school calendar and are held from September through June, Monday through Friday, from 7:45 a.m. to 2:30 p.m.

MTI offers interest-free payment plans for all of its programs. In addition, students living in one of Minuteman's 16 district towns receive a 50% tuition discount.

ENROLLMENT IN POST GRADUATE PROGRAMS

As of October 1, 2014, Minuteman had 63 students enrolled in its post-graduate programs. Of these, 26 (41.3%) lived in one of the 16 district towns and 37 (58.7%) lived outside the district.

For the post-graduate program, the breakdown of member town enrollment was as follows
Acton (4), Arlington (6), Belmont (2), Boxborough (1), Concord (4), Lexington (2), Lincoln (2), Needham (2), Stow (1), Sudbury (1), and Wayland (1).

For the post-graduate program, students came from more than 20 communities outside the district: Andover (1), Bedford (1), Belmont (2), Billerica (3), Boston (2), Burlington (1), Cambridge (1), Chelmsford (3), Hanscom AFB (1), Harvard (1), Lowell (2), Maynard (1), Medford (1), Melrose (1), Natick (1), Salem (1), Somerville (2), Tewksbury (1), Wakefield (2), Waltham (5), and Woburn (4).

COMMUNITY EDUCATION

Minuteman Community Education offers more than 100 classes for adults of all ages to start a new hobby, get in shape, or learn a new skill.

Among the notable program offerings are Electrical Journeyman, Master Electrical, Plumbing Tier I, Basics of Personal Finance & Investing, Unconventional Investing, Dump Cable TV, Facebook & Social Networking for Seniors, Intro to 3D Modeling, Monoprinting, Protecting Your Digital Footprint, Soul Food, Student Loan Debt Relief, Universal Design for the Home, Tapas, Vintage Foods, Cake Decorating, Basics of Fondant, and much more.

The Community Education department offers youth programing to students in grades one through eight during the February and April school vacation weeks, which provides a great opportunity to learn about Minuteman's programs. Additionally, it offers a wide variety of programs for students entering grades 1-12 in the month of July. Community Education offers classes in Academics, Academic Enrichments, Career Exploration, Creative Arts, Sports & Recreation, Technology & Engineering, and Test Prep & Study Skills.

Approximately 2,000 children and adults come through these programs every year.

APPROVAL OF THE DISTRICT BUDGET

In a process that took a full eight months from start to finish, Minuteman's budget was approved by every Town Meeting in its 16 member communities. The new budget covers the period from July 1 to June 30, 2016. The \$19.8 million budget was 0.9% larger than last year's.

Under the leadership of Assistant Superintendent of Finance Kevin F. Mahoney, the annual budgeting process officially begins in October. At that time, Mr. Mahoney asks department

heads to submit budget requests, with a draft preliminary budget going to the school committee in December, and meetings with town finance committees, boards of selectmen, and Town Meetings in the spring.

During 2015, the first Town Meeting was held in Lincoln on March 28. The final Town Meeting was held in Bolton on June 8.

The FY 2016 budget begins a multi-year transition to a school with a smaller, 628-student enrollment and slightly fewer career majors. Under the new budget, the school continues to phase-out two vocational/technical programs, merge two programs, and phase-in two others.

The budget eliminates an additional fee to member towns for Special Education. Instead, it incorporates those costs into the overall operating budget.

The new budget puts \$50,000 into a special OPEB Trust Fund to begin to set aside funds for employees' post-retirement health benefits.

MINUTEMAN SCHOOL COMMITTEE

A 16-member School Committee, comprised of volunteers appointed by Town Moderators in each of the member communities, approves the district budget, hires the superintendent, and sets policy for the district.

Four new members joined the School Committee during the year: Pam Nourse of Acton, Vincent Amoroso of Boxborough, Jennifer Leone of Lancaster, and Sharon Antia of Lincoln. Ms. Nourse succeeded Nancy Banks, who relocated outside the district. Mr. Amoroso succeeded Cheryl Mahoney. Ms. Leone replaced David Mazzola, who resigned. Ms. Antia succeed Kemon Taschloglou, a long serving School Committee member.

The other members of the School Committee are Jeffrey Stulin of Needham (Chair), Carrie Flood of Concord (Vice Chair), and David Horton of Lexington (Secretary), Susan Sheffler of Arlington, Jack Weis of Belmont, David O'Connor of Bolton, Judith Taylor of Carlisle, Ford Spalding of Dover, Alice DeLuca of Stow, David Manjarrez of Sudbury, Mary Ellen Castagno of Wayland, and Douglas P. Gillespie of Weston.

VISIT BY THE DISTRICT ATTORNEY

In April, Middlesex District Attorney Marian T. Ryan visited Minuteman to promote the "Cut it Out" program to Cosmetology and Culinary Arts students. Cut It Out is a program designed to train hairdressers, cosmetologists and other professionals to detect signs of domestic violence and report it to appropriate authorities. The initiative is sponsored by the Professional Beauty Foundation.

After the District Attorney made her presentation, Cosmetology students provided free salon services, including manicures and hairstyling, to several women served by two organizations that help victims of domestic violence: the Asian Task Force Against Domestic Violence and REACH Beyond Domestic Violence.

District Attorney Ryan ended the day with a lunch prepared by the school's Culinary Arts students in the school's student-run restaurant, the Fife and Drum.

MINUTEMAN STUDENTS WORK ON COMMUNITY PROJECTS

Every year, students from Minuteman High School work on projects for non-profit agencies or member communities. During 2015, there were several high-profile projects: housing building in Wayland and Lexington and a greenhouse project at Fenway Park.

On July 13, construction began on a new affordable housing unit development on Fairview Avenue in Lexington. The Lexington Housing Assistance Board (LexHAB) project includes three new units and the renovation of a single-family home. Students from Minuteman will renovate the single-family home, which was built in 1912. Students from the plumbing, electrical, carpentry and heating programs will work on the renovation, which will update the entire building. The four-bedroom home will be converted into a three-bedroom home during the renovation.

Students from Minuteman High School also are working on two duplexes on Stonebridge Road in Wayland.

Built by Habitat for Humanity, the two new dwellings will involve work by two dozen students from Minuteman.

Finally, a group of students from Minuteman High School helped construct a rooftop garden at Fenway Park using the skills they acquired in the school's environmental science program. The students helped construct a green roof on top of Gate A for an extensive new garden called Fenway Farms. A variety of herbs and vegetables will be grown there to provide fresh ingredients for food served to Fenway patrons, to promote healthy eating choices, and to be environmentally friendly.

EDUCATIONAL OUTREACH TO MEMBER TOWNS

Minuteman High School teachers and students participated in a first-of-its-kind educational outreach project designed to enrich the learning experience of seventh graders at the William Diamond Middle School in Lexington.

In the first phase of this outreach, students from Diamond enhanced what they studied in their academic classes, including English, history and health, through a morning of hands-on activities and demonstrations provided by students and teachers from Minuteman. The two-pronged topic — understanding how the industrialization of farming impacts our food supply and knowing how to make healthy nutritional choices — is derived from two books the students have already read.

For the second phase, the middle school students travelled to Minuteman to visit two technical programs of their choice and to shadow Minuteman students to discover the usefulness of career and technical education.

The goal is to show the middle school students how to focus on what they like to do and what they do well.

This project took place at Diamond and Minuteman on May 7 and June 1.

MINUTEMAN IN THE NATIONAL SPOTLIGHT

Minuteman High School was the focus of national attention at least three times during the year.

First, the school's Girls in STEM program was recognized by SkillsUSA, a national organization that runs trade and leadership competitions for students in career and technical schools. SkillsUSA recognized the value of Minuteman's mentoring efforts for Girls in STEM by awarding this initiative the 2015 Grand Prize in the Student2Student mentoring program. Minuteman was recognized at the national SkillsUSA conference in Kentucky.

Second, I authored an article that appeared in the April 2015 issue of *School Administrator* magazine. The article, "Career Skills v. Academics: Not an Either/Or Proposition," can be found at: <http://aasa.org/content.aspx?id=36953>. *School Administrator* magazine is published by the American Association of School Administrators (AASA).

Third, author Nicholas Wyman included a chapter on Minuteman's success in his book: Job U: How to Find Wealth and Success by Developing the Skills Companies Actually Need. The book was published in paperback in January 2015.

In September of 2014, Minuteman High School was featured in a national radio broadcast. The American RadioWorks broadcast was called "A 21st-Century Vocational High School" and can be found at <http://www.americanradioworks.org/segments/a-21st-century-vocational-high-school/>.

SPORTS AND CLUBS

Minuteman offers a wide selection of clubs and sports and the vast majority of Minuteman students take advantage of these opportunities. Principal Jack Dillon reports that fully 85% of the student body is involved in a sport or participates in a club.

During 2015, two of our athletic teams – the boys' golf team and the boys' basketball team – won state vocational tournaments.

The school also appointed a new Athletic Director: Heather Plater, a Physical Education teacher and softball coach at Minuteman. Plater succeeds long-time Athletic Director John Donato, who resigned from the position at the end of last year. Both will continue to serve as Physical Education teachers at Minuteman.

LOOKING AHEAD

The coming year should be another exciting one at Minuteman High School and I look forward to it with great hope and anticipation. The school's long-planned building project will again be front and center and I truly hope that our 16 member towns will rally around the project, protect the millions of dollars that the state is willing to invest it, and do what's best for our students – and our region's economy. Further, I am eager to start thinking more closely about how best to reuse the old facility in order to maximize the economic and financial benefits to the Minuteman district.

In closing, I wish to offer my personal thanks to the members of the District School Committee, both past and present; members of the School Building Committee; the Skanska/KBA Project Team; our faculty, staff, and students; our alumni; our Program Advisory Committee members; our town and state leaders; the townspeople who attended our community meetings, and the entire staff and board of the MSBA for bringing us to this point in the process. This is meaningful work and I am grateful for the efforts and commitment of my team.

NEEDHAM PUBLIC SCHOOLS



NEEDHAM SCHOOL COMMITTEE

Connie S. Barr, Chair

Susan B. Neckes, Vice-Chair

Joseph P. Barnes

Heidi C. Black

Michael J. Greis

Kim Marie Nicols

Aaron M. Pressman

CENTRAL ADMINISTRATION

*Daniel E. Gutekanst, Superintendent
of Schools*

*Thomas F. Campbell, Director of
Human Resources*

*Theresa W. Duggan, Director of Program
Development & Implementation*

*Anne Gulati, Director of
Financial Operations*

*Mary Lammi, Director of Student
Support Services*

THE SCHOOLS

Needham has five elementary schools, one sixth grade school, one middle school (grades 7-8), and one high school. It has a strong reputation for academic excellence and also boasts a full range of co-curricular and out-of-school opportunities including after-school and summer services.

Needham is a long-standing member of METCO, a voluntary desegregation program that provides educational opportunities in suburban communities for Boston children. Needham is also a participant in The Education Cooperative (TEC) and ACCEPT Education Collaborative, consortiums of surrounding school districts that enables all of the communities to benefit from economies of scale in purchasing, as well as sharing in high-quality, cost-effective education services such as professional development, innovative programming, and Special Education services that would be impossible for any one community to provide by itself.

During the 2014-2015 school year Needham enrolled 5521 students in its five elementary schools (k-5), two middle schools (6-8), and one high school (9-12), including the Preschool program. Needham also placed 61 out of district students. The enrollment breaks down as follows:

Preschool	82
Elementary	2517
Middle School	1308
High School	1614
Out of District Special Education Placements	61

PRINCIPALS

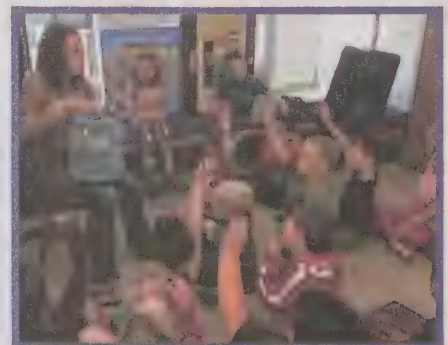
Emily Gaberman	Broadmeadow School	Jessica Peterson	Newman School
Roderick MacNeal, Jr.	John Eliot School	Jessica Downey	High Rock School
Michael Kascak	Hillside School	Tamatha Bibbo	Pollard Middle School
Michael Schwinden	William Mitchell School	Jonathan Bourn, Acting Principal	Needham High School

NEEDHAM PUBLIC SCHOOLS DISTRICT MISSION, VALUES, AND GOALS

The School Committee reviews the goals and the progress toward the goals yearly. The Needham Public Schools support educational innovation, promote 21st century skills, and empower our young people and the adults who serve them. The current district goals may be viewed on the Needham Public Schools website: www.needham.k12.ma.us

System-wide Goals

Goal One: Advance Standards Based Learning – To refine and continue to put into practice a system of curriculum, instruction, and assessment that enables each student to be engaged in challenging academic experiences that are grounded in clearly defined standards.



Goal 1: Highlights from our schools:

District-wide:

- Students participated in *Hour of Code* to engage students in computer science, problem-solving skills, logic, and creativity
- Collaborative planning time focused on differentiated instruction
- Online courses for students unable to attend school regularly
- Assistive technology to enhance instruction for students with special needs
- Science Center held STEAM (Science, Technology, Engineering, Arts, and Math) Night with over 800 participants
- Students used computer-based assessments and instant results were analyzed with their teachers
- English Language Learner (ELL) program supported 90 ELL students representing 17 countries and 23 languages



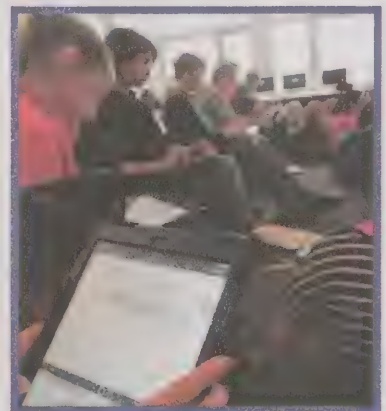
Elementary Level:

- Introduced elementary Spanish for grades 1- 5
- Four reading units of study with emphasis on non-fiction texts were implemented
- eMath and Fountas & Pinell benchmark assessments used for monitoring elementary student outcomes in math and literacy
- Elementary teachers used standards-based report cards



Middle School:

- 1 to 1 personalized learning initiative with iPads where students learned at their own pace and teachers provided extended lessons for those interested in additional challenges
- Student turned to software applications for their lessons and assessments
- Science department began reviewing new state standards and the impact on current programs



High School:

- 18 Interdisciplinary programs at the high school including the Greater Boston Project

Interdisciplinary Learning Initiative at Needham High School

The Needham High School Interdisciplinary Learning Team is an advisory body consisting of teachers, administrators, and members of the Needham Education Foundation grants subcommittee, working together to review the progress and chart the future course for interdisciplinary teaching and learning in the Needham Public Schools. Based upon the successful launching of the new interdisciplinary course, "The Greater Boston Project," the tremendous levels of educator engagement, and the clear and innovative vision, the Needham Education Foundation is continuing its support of this initiative.

In the 2013-2014 school year, the new course incorporated skills from the disciplines of English, History, and Math to explore how individuals and groups worked through history to effect change. Fifty Needham High School seniors participated in the pilot program, looked at various historical moments through a variety of lenses – population, government, economy, education, arts, leisure – and considered how these have molded what Greater Boston has become today.

In addition to the Needham Education Foundation's support of "The Greater Boston Project," an Innovation Fund was established for ongoing development and implementation of interdisciplinary learning opportunities for Needham High students.



- High School Computer Programming course incorporated a nationally recognized college preparatory computer science program and opened the new Da Vinci Workshop



Kinetic Sculpture Presentation

THE DA VINCI WORKSHOP

Thanks to a \$50,000 grant from the Needham Education Foundation and a \$30,000 commitment

from PTC Inc., the Da Vinci Workshop, a lab space for technological innovation and hands-on learning, opened at Needham High School. This workshop serves as a space for students and teachers to innovate, collaborate, create and problem-solve—all 21st century learning goals. To create the Da Vinci Workshop, existing space was outfitted with laptops for programming and computer aided design (CAD), a laser cutter and other modern fabrication tools and equipment, traditional hand and power tools, construction materials, and modular furniture for different room configurations. The lab accommodated projects in existing classes and clubs, independent study, and collaboration between a Robotics class and a Sculpture class to build kinetic sculptures. The Da Vinci Workshop will open new academic and career paths for a broad range of students.

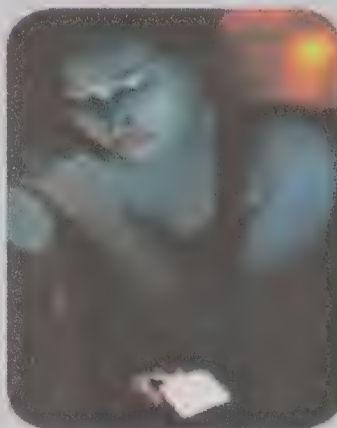


NHS Club Building a 3D Printer

- Fine and Performing Arts

FINE & PERFORMING ARTS

The Fine and Performing Arts are considered to be a Core Academic by the United States Department of Education, as well as our state. Without an extensive education in the creative and expressive processes that are fundamental to the Arts, a student's education is incomplete. In the 2014-2015 school year, students in K through 12 were able to experiment, express themselves, explore and achieve personal goals through a variety of carefully designed curricular and co-curricular Fine and



*Ali Bartlett, NHS Junior
Won Gold Award at the
National Level in the
Boston Globe Scholastic Art
Awards Competition*

Performing Arts activities and lessons. Students received accolades and awards for musical and artistic accomplishments, among which were 54 Regional Awards and one National Award in the 2015 Boston Globe Scholastic Art Awards competition and a Gold Medal for the Needham High School Symphonic Band at the Massachusetts Instrumental and Choral Conductors Association Festival, with a follow-up performance at Symphony Hall.



Needham High School Orchestra Performs at Symphony Hall

Goal Two: Develop Social, Emotional, Wellness, and Citizenship Skills—To ensure students develop the knowledge and skills that empower healthy, resilient, engaged, and culturally proficient global citizens who act with integrity, respect, and compassion.

Goal 2: Highlights from our schools:

- Civic skills enhanced through Community Service Learning, *Be the Change* course and collaboration with the League of Women Voters
- *Day of Silence* at middle and high schools to create welcoming places for all students standing up for victims of any kind of discrimination
- At the Elementary and Middle School levels, Responsive Classroom and Advisory are in place and the Second Step program, Experiential Education, and Health Classes provide direct instruction in decision-making, self-management, and problem-solving skills
- At the High School, the four-year Health Education program and the Extended Homeroom program serve as opportunities for students to regularly engage with a teacher to develop skills that help build resiliency. Needham High School students shared their personal stories during the High School's "Own Your Peace/Piece" assembly—an initiative focused on building student activism, voice, resiliency, and a broad sense of community and respect.
- The Needham METCO program brought 79 Boston students into our elementary schools, 39 into our middle schools and 44 into our high school in 2014-2015 school year. METCO continues to be more than a desegregation program. It is an opportunity to advance the dialogue and educate all our students in an environment that embraces different perspectives and produces students who effect positive change in a global society.



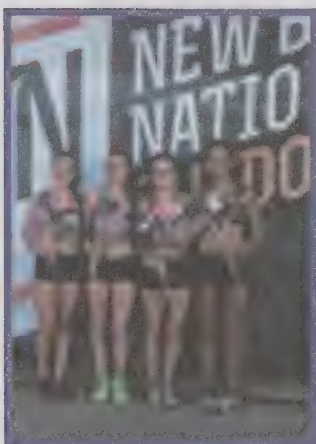
- Community Service Learning integrates meaningful community service with instruction and reflection to enrich the learning experience, teach civic responsibility, and strengthen Communities.

- Global competence refers to the acquisition of in-depth knowledge and understanding of international issues, an appreciation of and ability to learn and work with people from diverse linguistic and cultural backgrounds, proficiency in a foreign language, and skills to function productively in an interdependent world community.



ATHLETICS

Interscholastic and Club Athletic Programs in Needham focus on the total physical, social, emotional and mental development of all students who participate. Athletics at the high school consists of 34 varsity interscholastic programs and 10 club sports programs. In the 2014-2015 school year, 1650 student athletes participated. Clearly, their actions and the awards they received say a lot about the social and emotional growth of our students! The high school Ski Team and the Boys Volleyball Team both received the prestigious Massachusetts Interscholastic Athletic Association's (MIAA) Sportsmanship Award. The athletes and coaches were honored for their teamwork, sense of fair play, good spirit, and genuine commitment to sportsmanship and mature, intelligent behavior. To help a competitor in need, the Volleyball Team raised money to cover some medical expenses for a Westfield student who was diagnosed with leukemia. The Boys Volleyball Team went on to become State Champions, joining the Needham High School Girls Cross Country Team and Boys Soccer Team who were also State Champions in the 2014-2015 school year.



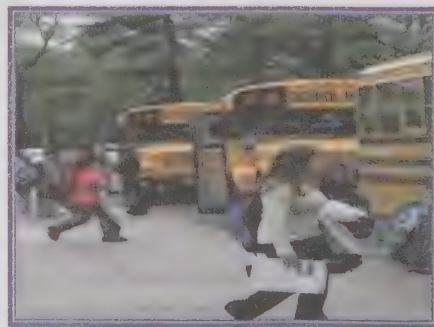
Girls Distance Medley Relay Team won first place in the New Balance National Championship. Needham Boys Athletic Teams won the Bay State Conference, Carey Division "All Sport Award" for the 2014-2015 school year. This was awarded to the school with the best overall win percentage.

Goal Three: Ensure Infrastructure Supports District Values and Learning Goals—To develop, promote, and implement a sustainable plan for financial, building, technological, and human resources that supports learning for all and is responsive to school and student needs.

We are building and carrying out a sustainable plan for financial, building, technological, and human resources that enables our learning goals and is responsive to student and school needs. The budget included an operational override approved by the voters on April 8, 2014 to fund innovation and extended learning in the Needham Public Schools.

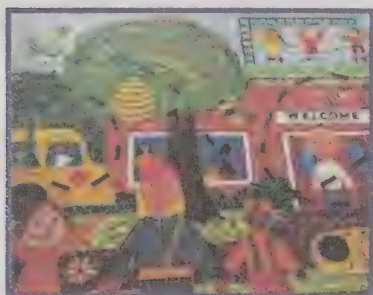
Goal 3: Highlights from our schools:

- Technology resources require funding as we develop a sustainable technology plan that addresses 21st century skills, assistive technology requirements, and modern administrative systems. We made progress on a technology needs assessment with input from staff and administrators as well as parent representatives from each school. We also established a strategic planning process, slated for the 2015-2016 school year. We have invested in network resources, electronic communications, the Internet, database systems, computers and other information technology resources. We implemented a new Google mail system and introduced Google Drive. We also invested in our human capital by providing faculty with new technology tools and professional development to further their instructional capacity.
- Beyond the operating budget, we rely on grants wherever possible, and offer fee-based programs for extracurricular activities and non-mandated services. In FY15, grant funding was \$2,886,569, which was 10.6% more than the amount received in the previous year.
- The School Department collected fee revenues from 48 different fee-based programs last year. Some of the largest fee-based programs are: Food Services, Kindergarten After School Program (KASE), Transportation, Athletics, Fee-Based Arts Instruction, Adult Education, and the Preschool program.



- Extended School Day and New Programming: In April 2014, Needham voters stepped up to support the community's students and schools by passing an override to extend the school day and provide new and innovative programming. At the Elementary level, students received expanded and new programming in Physical Education/Wellness, STEAM (Science, Technology, Engineering, Arts, Math), and Spanish (which will begin in first grade). Middle School students receive an additional ten minutes of instruction per day in existing programs, which is thirty hours of instruction. This additional time allows High Rock and Pollard Schools to meet minimum standards of 990 hours to be recognized as secondary schools by the Department of Elementary and Secondary Education. The High School schedule will remain unchanged.

- Building construction projects are in the queue. Hillside and Mitchell, Needham's oldest and most crowded elementary schools, are being reviewed for renovation or replacement. The district is collaborating with the Massachusetts School Building Authority (MSBA) on a Hillside School feasibility study for the design and construction of an educationally appropriate, flexible, sustainable and cost-effective public school facility.



The Mitchell School's enrollment increased 22% since 2005. Four modular classrooms were approved by the Town to help relieve overcrowding and program constraints. These modulares opened in September 2014.



- Our highly qualified faculty and staff are the lifeblood of the Needham Public Schools. Our Human Resources department hired almost seventy new teachers in preparation for the 2014-2015 school year. All of the new teachers, including the five new Elementary Spanish teachers, bring a combination of great experience, solid academic credentials, energy, and a fresh perspective to teaching and learning.

We are proud of our accomplishments in the 2014-2015 school year and look forward to the many opportunities and challenges that lie ahead – including shifts in student enrollment, the need for high school expansion, a pathway to implementing full-day kindergarten, and implementation of new state testing.



PERFORMANCE REPORT

In September, the Needham Public Schools publishes a Performance Report, which is mailed to every Needham residence. The 2015 Performance Report offers factual information that highlights accomplishments and lays out challenges. It reflects the system's commitment to data-driven decision-making, honest communication, concern for the achievement of all students, and continuous improvement. The report is primarily focused on our progress toward the three District Goals. The entire publication is available to view on the Needham Public Schools website under Reports: www.needham.k12.ma.us

COUNCIL ON AGING

Board of Directors: Carol deLemos, Co-Chair, Colleen Schaller, Co-Chair, Scott Brightman, Ed Cosgrove, Phyllis Fanger, Dan Goldberg, Monica Graham, Penny Grossman, Susanne Hughes, Tom Keating, Eilene Kleiman, Lianne Relich

Department Manager: Jamie Brenner Gutner, Executive Director

Department Staff: LaTanya Steele, Assistant Director Social Worker, Joan DeFinis, Program Coordinator, Barbara Falla, Social Worker, Penny Gordon, Transportation Volunteer Program Coordinator, Dorene Nemeth, S.H.I.N.E. Program Director, Kathy Worhach, S.H.I.N.E. Assistant Program Coordinator, Clif Holbrook, Building Monitor, Elwyn Cotter, Van Driver, Tom Watson, Van Driver

MISSION AND PURPOSE

For 58 years our mission has consistently been to respond to the needs of older residents' by providing a welcoming, inclusive, secure environment where individuals and families benefit from programs, services, and resources that enhance their quality of life and provide opportunities for growth. We have fulfilled our mission as a true community partner by delivering programs and services in a variety of places, and wherever needed throughout the town. The COA (Council on Aging) offers most programs and services at 300 Hillside Avenue, where the professional Council on Aging staff has oversight. Some of the services and programs provided to meet the goals of the Council on Aging include, but are not limited to: outreach and counseling services, advocacy, transportation, daily meals, information and referral, health benefits counseling (SHINE), volunteer opportunities, health & wellness information and screening, creative and social classes, educational programs, special events and trips, and a place for socialization, independent activities and learning opportunities.

The Needham Council on Aging's Senior Center was the first in Massachusetts and the 20th in the nation, to achieve national accreditation in 1999 and is only one of a handful of Centers in the Nation to have gone through the process three times completing the last reaccreditation in December 2011.

In the 1950's, Dorothea Willgoose, MD. , a forward thinking resident, realized that the older adult population of Needham had unmet health, housing and social needs. In large part due to her advocacy, the Needham Council on Aging was established to address these issues by Town Meeting vote in 1957. As a proactive community Needham was forward thinking enough to encourage the formation of one of the first recognized Councils on Aging in the State of Massachusetts. Needham data was used at the First White House conference on Aging and Dr. Willgoose was invited to be a key participant as Needham's role as a pioneer in providing programs and services specifically geared toward the needs of older adults was recognized as a model for the nation.

Dr. Willgoose created a legacy that has been a compass for the department's continued forward-looking vision. It has helped us to address needs and issues of today while always being open to new ideas, best practices, initiatives and concepts related to the field of aging. With this in mind our new home was designed to accommodate present needs and concepts as well as those in the future that we have yet to imagine. Where we were looks very different from where we are today. Where we have yet to go will be guided by our consistent mission as well as our commitment to never being constrained by the past as we move towards the future.

PROGRAMS AND SERVICES FY15

The programs and services categories below are a reflection of the balance we seek among our goals of health and wellness that include social service, entertainment and socialization, as well as lifelong learning and enrichment. An example of what categories of programming looked like in FY15 is included below with some programs having multiple reoccurring sessions:

- Evidenced based programs
- At least 33 Entertainment Specials
- 10 Trips were planned in by the Friends in collaboration with the COA
- At least 29 Enrichment- Life Long Learning Programs were offered
- 23 Computer Lab Classes and 8 Documentaries
- 6 Housing Tours and 19 offerings that involved planning with social service
- At least 23 Core Offerings under our Health and Wellness heading

Since moving into The Center at The Heights, the Council on Aging has experienced growth in both programmatic use and in requests for support and assistance. The increased demand should come as no surprise, given that Needham has one of the highest populations of adults age 60 and over in the MetroWest region. According to demographic information maintained by the Needham Town Clerk, in 2015 24.4% of the town's population were age 60 and above and this age group represents a great and growing proportion of all Needhamites. The number of 60-plus Needham residents increased by more than 700 over the past two years alone, and the age cohort is projected to grow by 14.9% in Needham over the next five years, according to the McCormack School at UMass Boston and by 2020, residents age 60 and older will represent 27.1% of the Town's residents, and a decade later will hit 31%.

FY15 HIGHLIGHTS

- The number of meals served in the CATH (Center at The Heights) lunch program has increased by more than 70% with 5,690 meals served in the past fiscal year as compared to 3303 in FY14;
- Participants in the CATH fitness room/training program, who exercise regularly onsite, grew more than 50%, and participants in group exercise programs increased from 300 individuals a month to more than 400 per month (a 33% increase);
- Appointments with the SHINE Program (Serving the Health Insurance Needs of Everyone) about Medicare, Medicaid, and Prescription Drug coverage more than doubled over the past fiscal year from 205 to 496—with all of the appointments offered in an evening hours pilot program booked more than a month in advance!;
- In FY15 the SHINE Program provided 6569 client contacts with a savings to the residents of Needham of \$339,815 as compared to \$239,054 in FY14. Annual Regional Savings in FY15 was \$5,783,020 as compared to \$4,707,919 in FY14.
- In a six month period of time an average of 15 programs were offered per day, an average of 67 programs per month which translates to an average of 313 opportunities to participate in a month and at least 4500 seats filled by those participating.
- The Friday movie program is another example of the increase in participation this year. In August 2015 the total participation for the four movies shown was 173 compared to 116 for four films in August of 2014. This is a 49% increase in attendance.
- At least 18 new ongoing programs were introduced.

FUNDING AND PROGRAM EXPANSION FY15

In FY15 the Selectmen voted to adopt as one of their goals expanded hours of operation and increased usage of the building after hours. While we supported this idea staffing concerns lingered as an impediment in meeting this wish, however the division accomplished a great deal during the last year. To meet current needs as well as the proposed future goals we requested additional staffing in our FY16 budget process as it was agreed that this support would allow us to focus on our continued movement towards increased and innovative programming while also addressing immediate and current needs. A budget request for one position was supported at Town Meeting and an Administrative Assistant position was granted in May of 2015.

As always, funding for programs and service is not just pursued through the Town budget. For example, members of the Human Services Department (the Council on Aging and Public Health divisions) worked to submit a grant proposal to the Metrowest Health Foundation, seeking funding to enhance access to social support and behavioral health services outside of normal operating hours to address the needs of older residents who are otherwise engaged during weekdays. The Council on Aging also established a partnership with LaSelle College Social Sciences Department Internship Program. In FY15 the Fitness Room was graciously funded through the Friends of the Center at the Heights. A more permanent funding source is being pursued through potential grants or community partnerships.

Funding for the Council on Aging and the many services and programs that we offer comes from varied sources. The Town continued to fund part or all of some salaried positions and allocated a sum to purchase services and expenses. As an adjunct to town funding the Council on Aging received funds through the State Formula Grant which continued to support some professional staff hours and expenses up to \$51,984. The Needham Council on Aging continued to administrate the SHINE Grant (Serving the Health Information of Everyone) for 22 cities and towns in the MetroWest region. The funding received, over \$84,000, was used to pay for the part time positions of the Shine Program Director and Assistant Director who provided supervision and oversight for over 50 volunteers and also paid for program expenses. Both grants fluctuate yearly and are dependent on the State Budget as well as the budget for the Administration for Community Living (ACL) which is part of the federal government. Present and future funding for the SHINE program continues to be a major concern that we closely monitor, and we have been proactive with the Massachusetts Executive Office of Elder Affairs and our State Legislators to work towards a more secure funding source for the future. We have seen our numbers increase from 3635 contacts in FY08 to over 6000 in FY15 and anticipate further growth in as SHINE Counselors take a major role in counseling those Medicare / Medicaid clients (dually eligible) who are now being offered insurance options (Integrated Care Organizations) that were not available in the past.

Additional support for our Programs and Services comes through the Senior Community Service Employment Program (SCSEP) as the Council on Aging acts as a host agency. SCSEP is funded under Title V of the Older Americans Act for the purpose of promoting useful part-time opportunities in community service activities for unemployed low-income persons who are age 55 and older. This helps to foster individual economic self-sufficiency and to assist a person in transitioning to unsubsidized employment. The division is extremely grateful to the continued financial support of the Friends of the Center at the Heights.

COMMUNITY PARTNERSHIPS AND COLLABORATIONS

During the past calendar year we have collaborated with several town departments to plan, promote and/or host a number of programs. The day of the flu clinic (October 15) this was particularly evident as we also were host to the Assistant Director of the Needham Library, who was teaching a computer class for seniors and the Head of Reference, who was consulting with a COA volunteer on the CATH computer/media room white board capability. In FY15 we continued to host two Park and Recreation senior exercise classes as well as offerings through Needham Continuing Education.

Our ability to provide the extensive services and programs that we are proud to offer is in part due to the relationships that we have developed with many organizations and agencies. We work closely with many Town Departments to include but not limited to the Youth Commission, Health Department, Needham Public Schools, Park and Recreation, the Library, Public Facilities, Police and Fire Department and participate in various committees such as the Domestic Action Violence Committee, the Needham Coalition for Suicide Prevention, the Housing Committee and Triad, which is a partnership between law enforcement, older adults and community groups that promotes older adult safety.

We worked with many other community partners throughout the year as well. This list includes but is not limited to Springwell bringing us their Tai Chi for Arthritis, Diabetes Self-Management, Chronic Pain Self-Management Healthy Living Workshops as well as Newton Wellesley Hospital sharing Matter of Balance, all evidenced based programs. Other community partnerships have included AARP and their Safe Driver Program as well as their tax counseling program which served over 160 people. We worked with the Newton and Weston COA's on a regional Screened Home Contractor's Program and community organizations such as the Needham Community Council, Beth Israel Deaconess Hospital, as well as Assisted Living, Independent and Skilled Facilities throughout the area, which are only a handful of examples of those we collaborated with.

Some additional collaboration included but were not limited to:

- Intergenerational partnerships with the Mitchell Elementary School, the Charles Dover School and Needham's Extended Day program, Hillside School
- The Lovin Spoonful Food Rescue Program which salvages food from Trader Joe's, Volante Farms and Whole Foods supermarkets and delivers them to our café weekly.
- Avita, Avery Crossings and Wingate Assisted Living facilities
- An exciting partnership with the New England Conservatory's Community Performance and Partnerships Programs. The Vasari String Quartet – winners of the 2014-15 Honors Ensemble Competition wowed a large audience with works from the string quartet repertoire. The program director anticipates we will be able to offer three to four concerts per school year to our participants.
- Hosting SHINE Health Benefits University
- The Buddy Water Presentation by Hillside
- The Needham Community Farm and the Needham Community Council

Building and maintaining relationships with organizations and agencies helps us in our ability to access services and resources for our participants and residents. A good working knowledge of our community partners enhances our ability to provide more thoughtful and thorough information and referral which is a key in providing case management. Community Organizations mentioned above are only a handful of the almost 100 that were identified when we submitted information during our last reaccreditation process. They and others have helped to sponsor our events and offered space in which to hold programs and groups that might otherwise not have had a place to meet or the finances necessary to make it happen. Without our relationship with organizations such as AARP, the Arthritis Foundation, Springwell, VNA Care Network, Charles River ARC, the YMCA and the Needham Schools and Needham Community Education, we would not have been able to offer free tax counseling, and legal assistance, a congregate meal site, a blood pressure clinic twice a month, food shopping assistance, and much more. We look forward to continued productive relationships as we work towards fulfilling our mission and meeting our goals.

PUBLIC HEALTH

Needham Public Health Department

Staff: Timothy Muir McDonald, MPA, Director, Donna Carmichael, R.N., Public Health Nurse, Anne Clark, MPH, Communications Coordinator, Maryanne Dinell, Traveling Meals Coordinator, Kerry Dunnell, MSW, Special Assignment Support, Tara Gurge, R.S., M.S., Environmental Health Agent, Brian Flynn, R.S., Environmental Health Agent, Danielle Landry, Animal Inspector, Rachel Massar, M.P.H., Public Health Program Coordinator, Karen Mullen, M.B.A., Substance Abuse Coordinator, Alison Paquette, R.N., Public Health Nurse, Carol Read, M.Ed., CAGS, Substance Abuse Senior Program Coordinator, Dawn Stiller, Administrative Coordinator



Elected Board of Health Members: Edward V. Cosgrove, PhD (Vice Chair), Stephen Epstein, MD, MPP (Chair), Jane Fogg, MD, MPH

MISSION

The Needham Public Health Department is empowered through the Needham Board of Health by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The mission of the Department is to prevent disease, promote health and protect the public health and social well being of the citizens of Needham, especially the most vulnerable.

FY15 HIGHLIGHTS

- On a budget of \$525,457 an additional \$185,414 was received during the year including \$104,496 in grants and donations and \$81,318 in permits and fees.

- The Public Health Department Chairs the Housing Taskforce, Co-Chairs the Needham Coalition for Suicide Prevention, Co-Chairs the Local Emergency Planning Committee, Co-Chairs the Domestic Violence Action Committee, Leads the Needham Coalition for Youth Substance Abuse Prevention, Coordinates the Tobacco Control Program, and Coordinates the Medical Reserve Corps.
- INTERFACE, brought to Town by the Needham Coalition for Suicide Prevention, provides efficient access to mental health providers and other educational services to the Town Human Services Departments, the Needham Public Schools, and the community residents. Funding is provided by the Kyle Shapiro Foundation and Beth Israel Deaconess Hospital Needham. This service is overseen by the Public Health Department and the Public School Guidance Department, and was just renewed for a second five-year period.



- The Public Health Department is the connection for the coordination of social services within the community with the following departments: Human Services, Riverside, Springwell Elder Services, Needham Community Council, Needham Police and Fire Departments, Building Department, and the Needham Public Schools.

Riverside Community Care

THE HELP YOU NEED CLOSE TO HOME

- The Public Health Department continues to look for opportunities for shared services with other towns. The Director is on the steering committee of Norfolk County 7 (Wellesley, Dedham, Westwood, Milton, Norwood, and Canton) and on the regional steering committee for Region-4B (27 towns bordering Boston) focused on Emergency Preparedness activities sharing exercise and deliverables to the Center for Disease Control.
- The Public Health Department encouraged concussion awareness activities for youth sports teams and parents. Education and outreach to parents, sports teams and coaches occurs through speaking engagements and dispersing educational materials.
- The Health Department manages the Heartsafe Community Program in Needham. This program promotes community awareness of potential for saving lives of sudden cardiac arrest victims through the use of CPR (cardiopulmonary resuscitation) and the use of AED's (automatic external defibrillators). We maintain 13 Automatic External Defibrillators in Town Buildings and provide AED/CPR classes to employees of those buildings. 55 municipal employees are trained and certified in American Heart CPR/AED's in addition to Schools, Fire and Police personnel.

- The Needham Coalition for Youth Substance Abuse Prevention (NCYSAP) and the Needham Police Department participated in the biennial DEA National Medication Take-Back Days. Over 50,000 prescription medications and 20,000 over-the-counter medications have been dropped off for safe disposal since the inception of the program in 2010. There is also a medication disposal kiosk available 24 hours a day, 7 days a week in the lobby of the Needham Police Department lobby. Approximately 50 lbs. of medications are collected each month in the *MedReturn* disposal unit.



- *5th Quarter* is a substance free, evening social event held in the Needham High School gym after NHS sporting. The first *5th Quarter* was held on a rainy Friday night in October, 2010. Over 200 students came back to the school after the football game to socialize enjoying pizza, snacks, a DJ, raffles and ping pong; all at no cost! Since that first successful *5th Quarter*, the Public Health Department and the Needham Coalition for Youth Substance Abuse Prevention have received generous donations from the community to enhance, promote and sustain this program. During the 2014 school year we ran three successful *5th Quarter* Events attracting nearly 900 Needham teens. These are free events where high school students come together with their friends in a safe environment, reinforcing the belief that fun can be had without the presence of alcohol or other drugs. Our work with youth is creating a shift in community norms away from underage substance use as a rite of passage.



- The Needham Coalition for Youth Substance Abuse Prevention hosted its 6th Annual Community Forum in March entitled *Impacting Substance Abuse, Addiction*. This program featured Dr. Kevin P. Hill from McLean Hospital and Harvard Medical School, along with Walpole Police Chief John Carmichael and Assistant District Attorney Jennifer Rowe. More than 50 people attended the forum in Powers Hall, and the event was recorded and aired on the Needham Channel.

NEEDHAM COMMUNITY FORUM

IDENTIFYING COMMUNITY SOLUTIONS TO THE OPIOID EPIDEMIC

Our communities are struggling with prescription drug abuse and opioid addiction. This Public Health crisis requires our collective response.

LEARN:

- > How prescription drug abuse and opioid addiction affects all members of our communities
- > The facts about the disease of addiction, the options for treatment and the realities of recovery
- > How community prevention is a vital component of the solution

Keynote Address:
Dr. John Kelly
 Harvard Medical School
 Director of the Addiction Recovery Management Service (ARMS) at the Edward M. Kennedy Hospital (MGH)

Please join us to hear from prevention and treatment experts, a young adult in recovery and Norfolk County government prevention advocates regarding what YOU can do to make a difference in your community.

WHEN: Thursday, June 11, 2015
TIME: 6:30 pm - 8:30 pm
PLACE: Needham Town Hall - Powers Hall

CLICK LINK TO REGISTER | Light dinner and beverages are provided
 No cost registration is required
<http://bit.ly/NeedhamCommunityForum>

For more information, please contact Carol Read at the Needham Public Health Department
carol@needhamma.gov Phone 781-455-7500 Ext. 259

Needham Public Health
 Needham Coalition for Youth Substance Abuse Prevention
 CADCA

Impacting SUBSTANCE ABUSE:

The facts on use rates, related consequences and community prevention strategies

- ▶ Learn the facts
- ▶ Understand the consequences
- ▶ Be part of the solution

Speakers include:
 Dr. Kevin P. Hill, McLean Hospital, Harvard Medical School
 Dr. John Kelly, Harvard Medical School
 Dr. Alex Walley, Massachusetts General Hospital
 Dr. Rebecca Reilly, Walpole Police Chief John Carmichael, Assistant District Attorney Jennifer Rowe

Keynote Address:
Dr. Kevin P. Hill
 McLean Hospital, Director of Psychiatry, Harvard Medical School, U.S. Assistant Professor of Psychiatry, Harvard Medical School

Carol Read
 Director, carol@needhamma.gov
 Phone: 781-455-7500 Ext. 259

6th ANNUAL NEEDHAM COMMUNITY FORUM

DATE: Thursday, June 11, 2015
TIME: 6:30 pm - 8:30 pm
PLACE: Needham Town Hall - Powers Hall

Needham Public Health
 Needham Coalition for Youth Substance Abuse Prevention
 CADCA

- In cooperation with the Community Anti-Drug Coalitions of America (CADCA), the Public Health Department and NCYSAP hosted a second substance abuse forum in June 2015 entitled *Identifying Community Solutions to the Opioid Epidemic*. 75 people attended the forum in Powers Hall, and the event was recorded and aired on the Needham Channel. It featured a presentation by Dr. John Kelly, the Director of the Addiction Recovery Management Service at Massachusetts General Hospital, as well as a panel discussion with Carol Read from the Needham Public Health Department, Assistant District Attorney Jennifer Rowe, Dr. Alex Walley the

Medical Director of the Boston Public Health Commission's Opioid Treatment Program, and Rebecca Reilly, a young woman in recovery.

- By arranging for a generous donation from the Needham High School Parent Teacher Council, the Public Health Department and NCYSAP provided *AlcoholEDU* to over 400 9th grade students. *AlcoholEDU* is an interactive, evidence-based online alcohol prevention program which addresses underage alcohol use and binge drinking; the biological, psychological and social emotional impact of underage alcohol use, Social Norms and Refusal Skill Building. A companion module, *AlcoholEDU for High School Parents*, provided a 20 minute online program featuring information on youth and alcohol, strategies and skills to talk to about alcohol use, underage drinking and navigating high-risk situations.

- 457 retail/food service inspections conducted on 170 establishments. There were also 96 temporary food permits issued. Every food establishment was inspected routinely at least every six months as required by the Massachusetts Department of Public Health and more often when necessary. There were 17 food complaints investigated.
- Continued permitting grease waste haulers in town (25 haulers permits), and inspected and permitted trash haulers (29 trash hauler permits).
- 43 general nuisance complaints and housing complaints investigated and resolved.
- 71 employees who sell tobacco products in 12 tobacco vendors viewed the Health Department video on tobacco regulations and procedures to sell. Three compliance checks were completed on all tobacco vendors with no sales to a minor.
- 197 communicable diseases reported and investigated, and over 1,529 immunizations were administered in FY2015. More than 646 persons consulted the Public Health Nurses for wellness visits. The nurses also provided services for over 987 employees throughout the Town.
- The Traveling Meals Program delivered over 8,014 meals and volunteers provided approximately 2,000 hours of service to pack and deliver the meals.

A SELECTION OF GRANTS AWARDED AND DONATIONS RECEIVED

\$8,143	CDC/MDPH Region 4B Public Health Emergency Preparedness grants (4) to fund development of Special Population and Emergency Dispensing Site plans, to purchase supplies, and develop exercises and trainings.
\$7,500	National Association of City and County Health Agencies (NACCHO) development grant to fund Medical Reserve Corps trainings and to fund a part time coordinator position.
\$43,708	Springwell grant for individuals in the Traveling Meals Program who are unable to pay the cost of their meal.
\$17,200	FRIENDS of the Needham Board of Health and Traveling Meals Program, Inc. The group was formed by Needham residents to assist the Health Department in raising and obtaining funds for programs not fully supported by Federal, State and Local Government programs. Funds are used to assist Traveling Meals clients to pay for meals and to assist residents for fuel expenses. Participants must meet federal eligibility requirements or have other demonstrated need. FRIENDS also support Public Health Department programs and initiatives.
\$1,599	Donations – Memorial donations for Traveling Meals.

\$30,000	Volunteer Services provided over 2,000 hours (approx. equal to over \$30,000 in salary) to pack and deliver meals to clients on the Traveling Meals Program
\$5,000	Grant from the Massachusetts Department of Public Health for activities of the Needham Coalition for Suicide Prevention.
\$12,000	Community Donations for the Needham Coalition for Suicide Prevention.
\$600	Donations from the community including donations and recycling of old cell phones for activities of the Domestic Violence Action Committee

PUBLIC HEALTH NURSING

The Public Health Nurses investigate communicable diseases and surveillance within the community, offer advocacy, consultation, counseling, outreach/case finding, health promotion, screening and immunizations. The Nurses provide residents and town employees with education and the opportunity to adopt healthier lifestyles through:

- Wellness Clinics/Blood Pressure checks, Nutritional and other health related counseling
- Education on communicable disease, personal illnesses and disease prevention

The Needham Health Department provides community outreach through speaking engagements with community groups. Outreach is provided to the local hospital through our coalitions and committee work and speaking engagements with Medical Staff during Grand Rounds.

Outreach is increasing with our town employees through seasonal trainings and education such as mosquito and tick borne diseases as well as “How to Stay Healthy” education sent via email. Four Health Matters articles were published along with four Public Service Announcements and eight Needham Cable news interviews with regards to health education and program promotion. The focus of these programs is to keep our community updated and educated on the constant changes in Public Health.



Screening Programs

	FY13	FY14	FY15
Employee Wellness	1178	825	981
Employee Education/Training	10	8	12
Police Weight Screening	22	31	34
Wellness Office Visits	539	528	287
Wellness Clinics - Visits	233	200	141

Immunizations

	FY15
Influenza Doses Administered	723
Other Immunizations Administered	26

Federal Fuel Assistance Programs

The Salvation Army Program, “Gift of Warmth” and “FRIENDS” Programs assist those Needham residents who meet specific financial criteria, with payment towards heating and electric bills. Federal Food Stamps for Senior Citizens and disabled individuals only, are available to qualified Needham Residents. The Health Department is the local service unit for Needham.

Assistance and Human Service Programs

	FY15
Coordinate Local Assistance (families)*	72
Federal Energy Assistance (families)	51
Salvation Army (families)	4

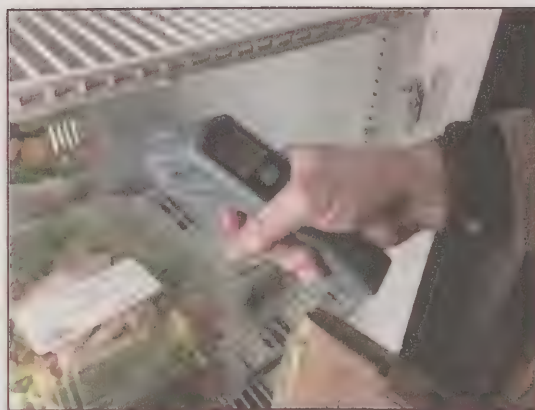
**Funds services contributed by local human service agencies and houses of worship*

ENVIRONMENTAL HEALTH

Environmental Health activities are determined by legal mandate, complaints, licensure, permit requirements, inquiries, and regulatory enforcement of Board of Health, State Sanitary Code, Department of Environmental Protection, and Right-to-Know. Implementation and enforcement of State and Federal regulation requirements and applicable local laws and administrative rules and regulations is the number one priority to assure compliance with environmental quality and public health protection objectives.

The Environmental Health Agents protect the public's health by monitoring and regulating a variety of establishments throughout town. They license and conduct inspections of all retail/food service establishments (including mobile food vendors), tobacco vendors,

public/semi-public pools and special purpose pools, a bottling company, and establishments that use sharps within the community. They also issue temporary food event permits and conduct inspections at all outdoor food events (annual fairs & the Farmers Market, etc.)



The agents also actively review proposed plans and conduct inspections of new/upgraded Title V septic system installations and repairs. They also conduct the following: Inspect Chapter II sanitary housing units, review subdivision plans (for off-street drainage bond release requests); and follow-up on a variety of complaints (food/nuisance/housing/tobacco).

They review the following: New and renovated food establishment design plans; additions/renovations to homes on septic systems; new or upgraded pool design plans for semi-public pools; notification of demolition applications; septic hauler/installer permit applications; and well permit applications (irrigation and geothermal). They also review domestic animal permit applications and issue annual permits along with conducting inspections and quarantine animals as needed. Tobacco compliance checks are conducted every three months and routine tobacco



inspections are conducted every six months. Agents also respond to work place smoking complaints. The Environmental Health Agents actively work with other Town Departments in providing environmental risk assessment and control. In addition, to ensure environmental quality, the agents respond to environmental emergencies, such as oil leaks.

Another primary focus is to improve community awareness of public health issues and to help reduce the incidence of seasonal public health concerns by providing health education and information to Needham residents. This is accomplished through newspaper articles, cable slots, on-site trainings, and by providing in-house brochures and State/Federal website links which contain up to date public health information. They continue to actively serve on committees in town. They continue to be involved in a variety of seminars and on-going training sessions, which include certification renewals (i.e. ServSafe Food Training, Soil Evaluator, Certified Pool Operator, Housing Inspector, etc.) to remain apprised of today's public health issues and to review the most up to date code requirements.

INSPECTIONS AND REVIEWS

The following is a listing of environmental health permits and field inspections performed by the Environmental Health Agents.

	FY13	FY14	FY15
Carbonated Beverages:	1	1	1
Food service: inspections, routine & complaints:	536	515	457
Chap. II housing inspections/follow-ups:	27	15	15
General nuisance complaint follow-ups:	42	42	43
Title V septic system inspections, plan reviews, and home additions & misc.	163	135	116
Title V septic systems installations:	9	6	14
Subdivision field inspections/plan reviews:	11	8	7
Swimming pool inspections:	15	12	13
Suspect food borne illness reports submitted to state:	0	0	0
Demolition reviews:	85	117	100
Tobacco compliance: Checks, complaints and inspections:	68	78	72
Hotel permits	1	2	2

LICENSES AND PERMITS

	FY13	FY14	FY15
Animal Permits:	12	14	15
Bottling Plant Licenses:	1	1	1
Food Establishment Licenses:	157	166	170
One-Day & Temporary Event Permits:	85	90	96
Mobile Food Licenses:	7	8	10
Septage/Grease Hauler Permits:	11	26	25
Sharps Hauler	2	2	2
Subsurface Sewage Installer Permits:	12	9	10
Tobacco Sales Permits:	11	12	12
Disposal of sharps permits:	7	8	10
Well Permits	--	8	14
Trash/Waste Hauler Permits	--	24	29

THE TRAVELING MEALS PROGRAM

The Needham Health Department's Traveling Meals Program is in its 44th year. This fee-for-service Program offers a nutritious, well-balanced lunch and dinner (delivered once a day) to eligible residents.

This Program is available to Needham residents that are housebound and meet the following criteria:

1. Living alone in their home with lack of support of family or homemaker services.



2. Resident with physical or cognitive limitations that restricts their ability to prepare or provide for their daily food.
3. Do not have transportation - unable to drive.
4. Needs the assistance of the Program for a minimum of 2 weeks.



This year, July 1, 2014 through June 30, 2015, our dedicated and committed volunteers packed and delivered eight-thousand (2 Meal Packages).

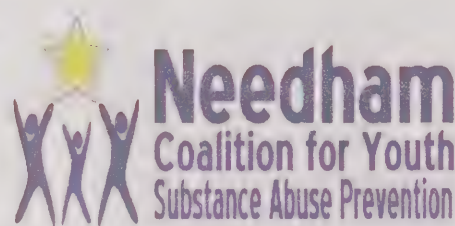
Beth Israel Deaconess Hospital Needham prepares the meals and their generous commitment to the Traveling Meals Program made it possible for this Program to continue to provide a 2-meal a day plan; a cold meal (milk, sandwich on wheat bread, juice, fruit and dessert) and a hot

meal with roll and butter.

Donations from the "FRIENDS" of the Needham Board of Health and Traveling Meals Program (a fundraising committee), along with a grant from Springwell, the Elder Services Program based in Watertown, supplemented the cost of some meals for more than 50 of our Needham residents needing assistance.

NEEDHAM COALITION FOR YOUTH SUBSTANCE ABUSE PREVENTION ~ NCYSAP

NCYSAP envisions Needham as a cohesive community that supports all of our youth to grow and develop to be substance free and healthy in mind, body and spirit. The Coalition's mission incorporates a collaborative, community-based and data-driven prevention approach to reduce alcohol, marijuana, and other drug use among Needham youth. Through community education, partnerships, and strategic action, we will decrease the risk factors associated with substance abuse and increase the protective factors that are shown to enhance the health and safety of youth.

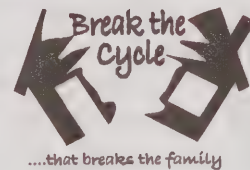


PRIORITY PROJECTS DURING FY2015 INCLUDED

- **Community Awareness and Education** on prevention, substance, use and mental health disseminated through print and on-line media outlets: The Needham Times, Wicked Local Needham, The Hometown Weekly and Needham PATCH.
- **Counseling and Peer Support Services** including phone or in-person consultation for resident substance use and mental health support. Initial clinical review of presenting issues, referral for assessment, treatment resources, and on-going support services.
- **Conduct the Needham Parent Survey 2015**, a bi-biennial survey of perceptions, attitudes, beliefs, and behaviors regarding youth substance use and parenting expectations. 626 parents of youth in public and private schools, grades 6-12 participated. Data crosswalk with 2012

Metrowest Adolescent Health Survey (MWAHS) grades 7-12 was prepared and presented by Scott Formica, SSRE in Fall 2015.

- **Support and administer the Students Advocating for Life without Substance Abuse (SALSA) program.** SALSA is a mentoring and peer leadership skills program for students who abstain from alcohol and other drug use. This program has been awarded a Prevention Leadership Citation by Norfolk DA Michael Morrissey for exemplary work. In FY2015, SALSA peer leaders, who are Needham High School students in grades 9-12, are trained to speak to middle school students, presenting themselves as healthy, happy, and productive teenagers who have chosen not to use alcohol, tobacco or other drugs. SALSA students...
 - validate the high-risk behaviors youth face,
 - model leadership as athletes, musicians, dancers, members of drama clubs and student government, and
 - teach “Refusal Skills” to 8th grade students during Health classes.



DOMESTIC VIOLENCE ACTION COMMITTEE

The Needham Domestic Violence Action Committee (DVAC) was founded in 1994 by the Needham Health Department and is Co-Chaired by the Public Health Department and the Police Department. DVAC is a community based interagency and interdisciplinary team formed to raise awareness of domestic violence. The mission of this committee is to educate the community, schools and workplace and provide them with outreach programs, resources and referral services. The Police Department and the Health Department Co-Chair the committee. <http://www.needhamma.gov/health/domesticviolence>

Activities have included:

- Coordinating Yellow Dress (through Deanna's Educational Theater) for High School – 2 student performances and introduced as well as an evening parent performance.
- Coordinated Yellow Dress presented at Olin College with representation from Wellesley College and Babson College as well.
- The Needham Channel series on Domestic Violence
 1. REACH Beyond Domestic Violence and a Survivor Story

2. History of DVAC – Janice Berns, Donna Carmichael and Deb Jacob
 3. Norfolk County District Attorneys office – Michael Morrissey, Jane Biaggi
 4. BID Needham and Newton Wellesley Hospital on what happens in the Emergency Room
- Administered cell Phone Recycling Program with Shelter Alliance.
 - Supported “Take Back the Night” at Needham High School has occurred for nine consecutive years! “Take Back the Night” is a National Organization devoted to ending the silence about Domestic Violence.
 - Presented educational programs and information to Civic and Business groups, and at community fairs.
 - Developed and maintained list of experts for referrals on the DVAC Resource Card.
 - Advised and supported Needham Public Schools to create consistent messages of awareness and prevention of domestic and dating violence, including updates to health and wellness curricula.
 - Coordinated and dispersed resources and set up DVAC Training with REACH for BID Emergency Room and Social Services.

NEEDHAM COALITION FOR SUICIDE PREVENTION



The Needham Coalition for Suicide Prevention was organized in May of 2006 as a community response to the recent death by suicide of four young people and is co-chaired by the Needham Public Health Department and Needham Public School Guidance Department. It is a broad based coalition of 35 members reaching out to our town's diverse constituencies across the age continuum. We believe that suicide is preventable if we work together.

Please see the following websites for a detailed report on the committee's efforts at <http://www.needhamma.gov/health/ncsp> and for information on suicide for all ages please see the following link <http://www.needhamacts.org>.



WEST SUBURBAN VETERANS' DISTRICT



Stanley W. Spear, Jr., Director of the West Suburban Veterans' Services District

Matthew L. Ching, Deputy Director of the West Suburban Veterans' Services District

The West Suburban Veterans' Services District (W.S.V.S.D) includes the Towns of Needham, Wellesley, Weston and Wayland. The main office is centrally located in the Wellesley Town Hall. There are satellite offices in each town in order to provide services. Office

hours are in the Needham Town Hall on Thursdays from 9:00 a.m. to 4:30 p.m., the Weston Community Center on Wednesdays from 9:00 a.m. to 12:00 p.m., and the Wayland Town Building on Fridays from 9:00 a.m. to 12:00 p.m. Veterans and their families are welcome to contact the main office in Wellesley for inquiries or to schedule an appointment by calling (781) 489-7509. A full range of benefits and services are available to veterans and their families based on certain qualifications and eligibility requirements. The W.S.V.S.D. Board is comprised of four members with one designee from each community. Also, please visit the W.S.V.S.D. website at www.westsuburbanveterans.com for more information.

DEPARTMENT OF VETERANS' SERVICES- NEEDHAM

W.S.V.S.D. Director Stanley W. Spear, Jr., Deputy Director Matthew L. Ching, and the Department of Veteran Services (DVS) provided the following benefits and services to veterans and their families within Needham:

- Carried out functions assigned to the Veterans' Office by Chapter 115 of the General Laws of Massachusetts and CMR 108.
- Provided assistance in applying for US Department of Veterans' Affairs (VA) benefits.
- Maintained a depository of discharges and records of veterans.
- Oversaw the disbursements of veteran's benefits to veterans and their families.

Throughout the year there were many Veterans, spouses, and other family members who visited the office in the Needham Town Hall. We were able to provide them with flags and markers for the graves of a family member, obtain a copy of discharge papers to file for veteran benefits, burial benefits, educational and bonus assistance, and other related benefits and information.

HIGHLIGHTS OF THE VETERANS SERVICE OFFICE

- During fiscal year 2015, \$34,526.21 in Chapter 115 Benefits was provided to Needham resident veterans.
- Attended the annual Veterans' Service Officer (VSO) & MA Legislative Meeting.
- Expanded outreach efforts to the Veterans within the community.
- Attended the annual training seminar provided by the Commonwealth of Massachusetts Department of Veterans' Services.
- Held several presentations about various state and federal benefits that may be applicable to veterans and their families.

- Assisted veterans in accessing VA Health Care, GI Bill benefits, Pensions, Disability Compensation, and other VA related benefits.
- Aided veterans in obtaining various benefits provided by the Commonwealth such as the Welcome Home Bonus, Annuities, and Public Assistance.
- Attended several veteran related events at Mass Bay Community College
- Participated in the Norfolk County VSO Seminar.
- Attended the Veteran's Court in Dedham, MA.
- Coordinated Needham's being designated a Purple Heart Community, ordered Purple Heart Flags to be flown each August 7th for Purple Heart Day.
- Assisted several Eagle Scouts with establishing their Eagle Scout Projects.
- Held 'Flag Etiquette' Presentations for the local Scouts.
- Attended multiple training events and seminars regarding veteran's benefits.
- Supported the Norfolk County RSVP program where volunteers drive veterans to medical appointments and other RSVP sponsored services.
- Visited many veterans and their families at their homes or skilled care facilities.
- Worked cohesively with other agencies to assist individuals in accessing additional benefits.
- Supported American Legion Post # 14 and VFW Post # 2498 activities.

CARE OF GRAVES AND COORDINATOR OF CEREMONIES

Mr. William Topham, the Graves Officer for the Town of Needham, is responsible for the Graves Registration activities and also serves as the Coordinator of Ceremonies. Mr. Topham works with W.S.V.S.D. Director Spear and Deputy Director Ching in the coordination and operation of the Memorial Day and Veteran's Day observances and other related events in the Town of Needham. Mr. Topham is also responsible for some of the following:

- Fulfilling the requirements of Chapter 115, that all veterans' graves will have an American flag placed on them for Memorial Day.
- Ensuring that all veteran's graves in Needham and St. Mary's cemeteries are maintained, are cared for, and are free of debris.
- Ensuring that veterans who die without funds are properly interred.
- Organizing, coordinating, and participating in the Memorial Day Ceremonies and Parade as well as the Veteran's Day Observance.

HIGHLIGHTS – CARE OF GRAVES AND CEREMONIES

- Placed over 2300 American Flags on the graves of veterans in St. Mary's and Needham Cemeteries as well as at all of the Memorial sites within the Town of Needham.
- Organized and participated in the Memorial Day Parade and Observances.
- Assisted with the Purple Heart Recognition Day on August 7, 2015.
- Organized and led the Veteran's Day Ceremonies on November 11th.
- Increased community participation at the observances.

PURPLE HEART COMMUNITY

As part of a continued effort to honor the men and women of the town who have served bravely in the Armed Forces, at their July 21st meeting the Needham Board of Selectmen accepted a recommendation for the town to become a Purple Heart Community. Members from the

Military Order of the Purple Heart (MOPH) presented the Purple Heart Community resolution. Senator Rush, Senator Ross, and Representative Garlick were in attendance and presented a Proclamation on behalf of the Commonwealth of Massachusetts. In recognition of Purple Heart Day each year on August 7th the Purple Heart Flag will be flown at Town Hall.

VETERANS ORGANIZATIONS

American Legion Post # 14 and VFW Post # 2498 each hold monthly meetings to discuss veteran's functions and topics. In addition, these meetings address other Veterans issues and concerns. A primary goal of these organizations is to offer their continued support and participation to the Needham community.

The WSVD Director is a member of the Disabled American Veterans, the Massachusetts Veterans Service Officers Association of the Commonwealth of Massachusetts and a Past State Commander 2009-2010.

The WSVD Deputy Director is a member of the Needham VFW Post # 2498 and is currently the Commander of District # 5, Department of Massachusetts Veterans of Foreign Wars.



YOUTH SERVICES

BOARD OF DIRECTORS: Karen Folb, Chair, Julie Stevens, Vice Chair, David Bookston, Kevin Keane, Regina Longley, Susan Patkin, Sonia Raja, Vincent Springer, Julie Stevens

DEPARTMENT MANAGER: Jon Mattleman

DEPARTMENT STAFF: Katy Colthart, Maria Papantoniou, Elizabeth Loveless, Alexandra Kosciak, Adina Alpert, Elisabeth Compton, Graduate Clinical Intern, Ava Marinelli (Undergraduate Program Intern), Julia Shults (Undergraduate Program Intern)

PURPOSE

The mission of Needham Youth Services (formerly known as the Needham Youth Commission) is to provide leadership and a community focus on youth and family issues and to promote community wellness by: Identifying and addressing youth and family needs; Advocating for youth and family interests; Partnering with other youth and family serving agencies; Developing and implementing quality programs and services; and Educating and communicating with the public regarding youth and family issues.



Needham Youth Services operates as a mental health resource offering a wide array of confidential clinical and programmatic services to children, adolescents, and families. While the department's services are reaching more people and having a greater impact, it is clear that the need for such services far outweighs the department's resources; thus, many in Needham are not receiving support. Youth Services has worked diligently to construct meaningful services designed to meet the increasing and ever-changing needs of the Needham community. Learn more about Needham Youth Services at: www.needhamma.gov/youth.

FISCAL YEAR 2015 HIGHLIGHTS

Adoptive Parenting Program In the past year the department launched a new initiative to support parents who have adopted children. The Adoptive Parent Group met for four weeks to discuss topics particular to their needs and challenges. Twenty parents registered for this program, and more information is available online at: www.needhamma.gov/youth/adoption.

VIP Program In Fiscal Year 2015, the VIP (Valuable Interactions among Peers) Program enjoyed its fourth year of operation. VIP matched high school students with elementary school age youth who had a need for additional support in their lives. The program allowed high school "Big VIPs" the opportunity to be role models for a young person in our community. The program also allowed elementary school "Little VIPs" (youth in 3rd grade to 5th grade) the opportunity to form meaningful relationships with high school youth. In the past fiscal year, the program grew by 50%, and the feedback from participants was extremely positive (all participants completed an evaluation at the end of the year). In FY2015, 341 hours of volunteers participated in VIP. Learn more about the VIP Program at www.needhamma.gov/youth/vip.



Bullying Intervention Program Three years ago, Needham Youth Services created an innovative new effort entitled the Bullying Intervention Program (BIP). This 10 hour clinical program worked with “Aggressors” to assist them to better understand the laws, implications, and the impact of bullying. Referrals were accepted from the Needham Public Schools, private institutions, and from parents. All participants completed an evaluation at the conclusion of the program as well as another one after three and a final evaluation after six months to better gauge the impact of this program. In addition, Needham Youth Services collaborated with the Needham Public Schools on a pamphlet for parents on Bullying. Learn more about the Bullying Intervention Program and view the pamphlet for parents at www.needhamma.gov/youth/bip.

QPR Suicide Prevention Trainings (Question, Persuade, Refer): The QPR Suicide Prevention model was patterned after the success of the CPR (Cardio Pulmonary Resuscitation) medical intervention and was based upon the concept that the person most likely to prevent an individual from dying by suicide is someone that person already knows (e.g. parent, teacher, relative, or friend). This program has been in operation for seven years, with each training two hours in length. QPR trainings were provided for professionals, parents, and for many community groups in Needham. Program participants completed an evaluation at the conclusion of each QPR. Learn more about QPR trainings at www.needhamma.gov/youth/qpr.

Community Crisis Response: Over the past decade, the Needham community has grappled with critical youth issues such as loss, self injury, depression, and anxiety. Youth Services has responded by outreaching to youth, parents, and families in a variety of ways including individual meetings, group sessions, and the distribution of informational materials. In addition, the department was actively involved with groups such as the Needham Coalition for Suicide Prevention and the Needham Coalition for Youth Substance Abuse Prevention. In FY2015, a significant number of staff hours were devoted to creating materials, meeting with community leaders, and to directly assisting youth and/or their parents with a crisis.



Safe Surf: Internet Safety for Middle School Youth and their Parents: Initially funded by the Needham Education Foundation, this long standing program provided 6th grade students and parents with the knowledge to navigate the Internet safely. Through workshops and written materials, students and parents learned about appropriate ways to use the Internet. In FY2015, 369 youth participated in this program (as well as completed an evaluation of program). In addition, Safe Surf Informational Booklets were distributed to parents (booklets were funded by the Needham Exchange Club). Learn more about the Safe Surf Program at www.needhamma.gov/youth/safesurf.

A Conversation...For Parents of Teens: Sponsored by the Needham Women’s Club, this program has been offered to Needham parents for close to a decade. Each session allowed a maximum of nine parents per meeting, and each focused upon a specific youth-related topic such as alcohol/drugs, suicide/loss, stress, anxiety, and depression. Over fifty parents participated in this program in the past fiscal year. Learn more about “A Conversation...” at www.needhamma.gov/youth/aconversation.

Website: The Youth Services website continued to grow in FY2015 as residents learned about services, read the Needham Youth Services Annual Report, viewed pictures of the staff and programs, and used this site to gather information about programs and mental health matters. In an effort to inform youth and families of the programs and resources of Needham Youth Services, e-mail addresses from residents were accepted and information was sent regarding programs and services (to date, over 2,000 have registered for this service). Residents can register for this free service at www.needhamma.gov/youth/email. Special thanks to the Information Technology Department for their support in establishing this vibrant website. Please visit the Youth Services website at www.needhamma.gov/youth.

Individual/Family Counseling: The Masters level staff clinicians are skilled at working with youth and families who are experiencing difficulties with issues such as family discord, loss, drugs, alcohol, stress, anxiety, and other mental health concerns. Who used these counseling services? They were neighbors, cousins, children, and friends; they were people with no health insurance or expired health insurance; they were people grappling with either a short or long-term problem; but mostly, they were people who had the hope and determination that life can bring greater satisfaction and reward. It was not unusual to work with an elementary age youth coping with a significant loss, a middle school student coping with parental alcohol use, or a high school student with a drug problem. The majority of referrals were for family issues, and the schools were the largest sources of referrals. In the past year 801 hours of counseling were provided to Needham youth and their families. Learn more about Youth Services' clinical work at www.needhamma.gov/youth/counseling.

Counseling/Psycho-education Groups: Group counseling/psycho-education was a practical and effective mode of both prevention and treatment and allowed the staff the opportunity to interact with greater numbers of people than individual treatment. Group intervention offered a unique opportunity for young people to learn about issues which affect their peers and to receive feedback from their peers regarding issues such as: divorce, stress, self-esteem, bullying, abuse, depression, social skills, loss, drugs/alcohol, and violence/anger. Of special note was the "Extreme Looks" program, a four-day mind/body/spirit group for teen girls. In FY2015, 207 hours of group counseling/psycho-education services were provided.

Substance Abuse Awareness Program: Youth Services continued to offer a structured 15-hour Substance Abuse Awareness Program (SAAP) for drug/alcohol-involved youth. This service provided an assessment of current substance use, intervention, education for youth and their families, and counseling services to support healthy choices. All participants and their parents attended an Alcoholics Anonymous (AA) meeting to assist in transmitting the message that drugs and alcohol can negatively impact any person without regard to age, gender, or economic status. Learn more about the SAAP Program at www.needhamma.gov/youth/saap.

Picture Perfect: Picture Perfect was a workshop for all 7th graders at Pollard Middle School that investigated the issue of how the media portrays gender roles and appearance, and explored how this can negatively impact how youth feel about themselves. This program was well received and has been in operation for twelve years at the middle school. In FY2015, over 333 youth participated in this program. Learn more about Picture Perfect at

www.needhamma.gov/youth/pictureperfect.

RAY of Hope Program: RAY (**R**ecognize **A** **Y**outh) was established by Needham Youth Services 18 years ago in an effort to acknowledge the outstanding service and positive contributions that young people are making to the Needham community. Working in collaboration with the Needham Business Association, a young person was selected each month as the RAY of Hope recipient and was awarded a certificate from Youth Services and a check from a member of the Needham Business Association. The RAY of Hope program acknowledged youth and their role in making the Needham community a special place to live. Learn more about the RAY of Hope Program at www.needhamma.gov/youth/rayofhope.



Teen Dating Violence Program: Youth Services has provided seminars on Teen Dating Violence for all 9th graders at Needham High School for the past 14 years. These seminars were designed to teach the unique aspects of Teen Dating Violence, how to recognize the warning signs, and ways to access community supports. Participants completed an evaluation of the program itself as well as a survey of their involvement in or knowledge of teen dating violence situations in their lives. Over the past year, over 367 youth were involved in this program. Learn more about the Teen Dating Violence Program at www.needhamma.gov/youth/tdv.

Patrick Forde Good Person Memorial Award: In 2005, Needham resident and community activist Patrick Forde passed away unexpectedly at the age of 51. Patrick was a person who cared deeply about Needham and about youth and families. In an effort to honor Patrick, this award, now in its 9th year, is given annually to a Needham resident who has helped make Needham a better place to live through his/her volunteer work and commitment. This award is recognition that through volunteerism and caring, each person in our community is able to enhance Needham. This year's recipient was Louise Condon, honored for her work with Needham youth and families. Over 100 people attended this year's award ceremony honoring Louise, and to learn more about the Forde Award, visit the Forde Award website at: www.needhamma.gov/youth/fordeaward.



Employment and Volunteer Programs: The Employment Program consisted of two primary services: 1) Youth investigated employment opportunities in local businesses such as offices, restaurants, etc.; and 2) Youth were linked with residents and provided around-the-home support in the form of babysitting, yard-work, snow removal and more; additionally, the Volunteer Resource Listing was maintained to inform youth of area volunteer opportunities. In the past year both business jobs and volunteer opportunities transitioned to an online program, thus youth could access this information on the Youth Services website 24/7 (and this information was updated on a weekly basis). In addition 125 youth were registered in FY2015 to provide residents with around-the-home support services. Learn more about the Employment Program at www.needhamma.gov/youth/employment and learn more about the Volunteer Program at

www.needhamma.gov/youth/volunteerprogram.

Peer Tutor Program: This program matched high school students with middle and elementary school students in need of academic or organizational/study skills assistance. Needham Youth Services' role consisted of outreach to potential participants, training of high school tutors, monitoring weekly tutoring sessions, providing support if problems occurred, and facilitating communication between tutor and participant families. Over the past year, Peer Tutor Program volunteers provided 1302 hours of support to younger students. Learn more about the Peer Tutor Program at www.needhamma.gov/youth/peertutor.

Needham Unplugged: The 14th annual Needham Unplugged was an awareness campaign to remind families and residents to “unplug their electronics” and “plug into” each other. “Unplugged” was a reminder that there is more to life than what is on the other side of a plug. A calendar for the month of March outlined activities that did NOT require electricity and emphasized person-to-person interaction and health. The centerpiece of this year's “unplugged” was the no-homework, no sports, and no meeting night for the Needham Public Schools, and there were no town meetings and virtually no civic, religious, or community meetings took place in Needham. Many area towns such as Newton, Belmont, and Holliston were impressed enough to replicate this program in their community. Other special days included “Phone Free Friday,” “Text Free Tuesday,” and a day of no Social Networking. Special thanks to partners at the Needham Park and Recreation Department and the Charles River YMCA, Needham Board of Selectmen, and to the Needham Public Schools for their support. Learn more about Needham Unplugged at www.needhamma.gov/youth/needhamunplugged.

Graduate/Undergraduate Internship Program: In FY2015, Needham Youth Services welcomed a clinical intern from the Boston College School of Social Work who provided individual, family, and group counseling services as well as extensive work on the Peer Tutor Program. In addition, the Summer College Internship Program provided support for summer programs as well as essential preparation for fall programs. Over the course of the past year, interns provided 984 hours of free service to the Needham community. Learn more about the Graduate and Undergraduate Internship Programs at www.needhamma.gov/youth/internship.

Make A Statement Day: This program was created and implemented at Needham High School for students and staff nine (9) years ago. Aimed at promoting diversity, acceptance, and understanding by creating an opportunity for students and staff to communicate about issues of importance to them, students and staff created and wore t-shirts with quotes, statistics, and/or statements about meaningful issues in order to raise awareness and have a voice. Now a well established and popular program at the high school, over 800 students and staff participated in this event this past year. Learn more about Make A Statement Day at www.needhamma.gov/youth/masd.



Project VAN (Volunteers Around Needham): VAN offered youth ages 13 to 17 the opportunity to work as part of a team providing valuable community service to non-profit organizations in Needham. Sites included Charles River Center, Needham Park and Recreation Department,



Needham Community Council, Needham Public Library, Needham Council on Aging, Needham Housing Authority, Needham Parks and Forestry, and Wingate at Needham. At the conclusion of each program day, participants completed an evaluation of their experience. Project VAN is generously supported by the Needham Community Council. VAN participants provided more than 400 hours of volunteer services over the past summer. Learn more about Project VAN at www.needhamma.gov/youth/projectvan.

Diversion/Restitution Program: In conjunction with the Needham Police Department and the Dedham District Court, Needham Youth Services continued to offer youth who have committed minor violations of the law the opportunity to participate in community service work in lieu of further court action and/or fines. Youth Services' role was to work with offenders and their families to identify the motivations for their behavior, to provide support as required, and to oversee the placement and completion of community service. In the past year, participating youth completed assignments at the Needham Public Library and other town departments. Learn more about the Diversion/Restitution Program on the Youth Services website at www.needhamma.gov/youth/diversion.

Seminars/Workshops/Presentations: Needham Youth Services designed and facilitated numerous trainings in the past year including one for new Needham Public School Staff, Babysitter Training Seminars, the Middle School Parenting Conference presentations at the schools and in the community, and many others. In FY2015 Needham Youth Services worked with a total of 2,526 youth, parents, and professionals in seminars and/or workshops. For a listing of presentations over the past year, visit the Parent Presentation webpage at www.needhamma.gov/youth/parentpresentations.

Partnerships: In recent years Needham Youth Services has received grants and/or donations from the following organizations: Needham Community Council, Tolman Trust Fund, Rotary Club of Needham Women's Club, Exchange Club of Needham, Middlesex Savings Bank, and many more local businesses, and private citizens. Needham Youth Services devoted considerable time working with the larger community and over the past year collaborated with groups/businesses such as:

- Charles River Center
- Mark's Moving and Storage
- Lisa's Boutique
- Needham Business Association
- Needham Clergy Association
- Needham Coalition for Suicide Prevention
- Needham Coalition for Youth Substance Abuse Prevention
- Needham Domestic Violence Action Committee
- Needham Exchange Club
- Needham Housing Authority
- Needham Park and Recreation
- Needham Parks and Forestry

- Needham Public Library
- Needham Public Schools
- Needham Women's Club
- Needham Community Council
- Needham Council on Aging
- Youth Resource Network
- Project Interface
- Regional Center for Healthy Communities
- Riverside Community Care
- Rotary Club of Needham
- School Health Advisory Council
- Wingate at Needham
- YMCA - Charles River Branch

Publications: Needham Youth Services created and/or distributed many original publications in FY2015 such as those listed below (learn more at www.needhamma.gov/youth/publications).

- Needham Youth Card
- Parent Guide to Teen Parties
- Information on Suicide
- Parenting Literature
- Safe Surf: Internet Safety for Middle School Youth and their Parents

Presented by
Needham Youth Services

A Conversation... For Parents of Teens

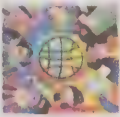
Talk with other parents about
teen-related issues

**2014/2015
Program Details**

- This program is FRVP
- A light dinner will be served
- Sign up for one night or more
- Groups will be limited to 8 participants per session
- Sessions held in the Play Chapel Room at Needham Town Hall
- All conversations will remain confidential
- Come for information and support
- Come to hear how other parents are coping with similar challenges

You must register in advance

Want to be a part of a small group of parents discussing the challenges of parenting teens in a supportive and confidential setting?



Join Youth Services Director, Jon Mattleman on the following Tuesdays from 5:30—7:30 pm


October 28th	Make peace (and not war) with your teen
November 18th	What a parent needs to know about teen risk taking behaviors (such as drugs/alcohol)
January 27th	Teen anxiety, depression, & suicide
March 3rd	The hidden dangers of teens & technology keeping teens emotionally safe online

For Additional Information:
www.needhamma.gov/youth/parents/teens

To Register:
Call: 781-455-7500
Email: jon.mattleman@needhamma.gov

Sponsored by
Needham Women's Club

Needham Youth Service Babysitting class



Needham Youth Services offers a Babysitting Training Seminar for new babysitters or for those with limited experience who desire a refresher course. The training is six hours and is offered as a three-day course. Students must be in the sixth grade and / or at least 11 years old to take the class. The trainings consist of three group meetings; you must attend all three group meetings for certification.

The class will cover all the basics of babysitting from interviewing for the job to safe tips for play feeding and more. Basic emergency procedures will be covered, as well as elementary first aid responses. Students will not be certified in first aid techniques.

Training Dates for Winter/ Spring 2015

Dates : Training 4 Wed: January 28, February 4, & 11 (snow date: February 25)
Training 5 Thurs: March 12, 19, & 26 (snow date: April 4)

Time: Trainings 4 at High Rock: 2:40 PM – 4:40pm
Trainings 5 at Polaris: 2:50 PM – 4:50pm

Fee: \$45.00/student (Waived in the event of financial need)

Facilitators: Meghan Dupuis, LMHC

Registration is mandatory and begins January 5, 2015

For more information, go to www.needhamma.gov/youth/babysitting
To register go to www.needhamma.gov/youth/winter2015/babysitting
For more information contact Marie Papantonou at 781-455-7500 x 267
Or by email at mpapantonou@needhamma.gov

DEPARTMENT OF PUBLIC WORKS



*Back Row – Left to Right
William F. Stockwell, Fleet
Supervisor; Greg M. Smith,
RTS Superintendent; Robert A.
Lewis, Assistant Director;
Richard P. Merson, Director;
Vincent R. Roy, Water, Sewer
& Drain Superintendent;
Rhainhardt F. Hoyland,
Highway Superintendent;
Front Row – Left to Right
Anthony L. Del Gaizo, Town
Engineer; Carys Lustig,
Administration Supervisor;
Edward Olsen, Parks &
Forestry Superintendent*

PURPOSE

The Department of Public Works promotes programs necessary for asset management and the preservation of infrastructure in order to provide for the health, safety, welfare, and convenience expected by the community for a high standard of living and good quality of life. The function of Public Works includes rendering services to all citizens in the areas of highway maintenance and construction; removing snow; supplying and distributing water; constructing and maintaining sewer and storm water; solid waste disposal and recycling; parks and forestry maintenance. The Department provides its own administration, engineering and equipment maintenance.

FY 2015 HIGHLIGHTS

- The Department continues use of the Commonwealth Connect work order system, which allows residents to report their issues directly to the Town via a smart phone application or the Town's website and allows the Town to communicate updates to residents of projects that they are undertaking.
- Recycled 3,779 tons of materials including 1,717 tons newspaper and mixed paper, including phone books and magazines; 880 tons of commingle containers, including glass, aluminum and tin cans, milk & juice cartons, plastic food & beverage containers, and 331 tons of cardboard.
- Disposed of 8314 tons of non-recyclable materials at Wheelabrator Millbury (Waste-to-Energy Plant).
- The recycling rate for materials dropped off in the main residential drop-off area (non-recyclable waste in yellow PAYT trash bags and recyclable paper, cardboard and containers) was 26%. The overall recycling rate for all materials collected at the RTS (which includes non-recyclable waste from commercial, municipal, and school facilities, bulky items and clean-outs and recyclable and reusable materials including scrap metal, e-waste, textiles, etc.) was 75%.
- Captured 302 tons of metal and 1 ton of tires for recycling.
- Removed 18 cubic yard boxes containing oil-based paint (est. 7 tons) and 1,200 gallons of waste oil and anti-freeze (est. 38 tons) from the waste stream.

- Collected 219 tons of textiles, books, and small household goods for donation to Goodwill & Red Cross.
- Composted 4,666 tons of yard waste and 926 tons of food waste.
- Removed 52 tons of E-Waste from the waste stream including computer monitors & televisions with cathode ray tubes (CRTs) which are banned from the waste stream under the Massachusetts Department of Environmental Protection's (MassDEP) waste ban regulations.
- Diverted from the waste stream 7 tons of devices that contain mercury and other metals such as mercury thermostats & thermometers, rechargeable batteries (lithium & nicad), and fluorescent light tubes. Removed freon from 449 appliances (i.e. refrigerators, air conditioners); and recycled 4,000 lbs of lead acid batteries.
- Performed 81 waste load inspections of vehicles on tipping floor.
- 2004 Disposal Area user stickers were given out of which 1,564 were residential, 45 were senior, 78 were commercial, 22 were additional, 277 were replacement and 18 were weekly passes.
- The recycling program at schools & public buildings captured 132 tons of materials for recycling, recycling 28% of their total waste.
- The October Household Hazardous Waste Collection Day was attended by 152 vehicles.
- The RTS was open for five Sunday afternoons in November for leaf collection and 695 tons leaves were collected.
- Continue the repair and preservation of the Town's 123 miles of roadways including 3 miles of asphalt paving; 14,800 gallons of rubberized crackseal; & adjusted and repaired 155 driveway aprons.
- Repaired 22,500 feet of grass berms; installed 1,640 feet of granite curb & 21,250 feet of asphalt curb.
- Continue the preservation of the Town's 180 miles of sidewalks, including the reconstruction of 23 handicap ramps and repaired 1.40 miles of sidewalks.
- Continue to upgrade and maintain the Town's 21 signalized intersections.
- Continue upgrading Accessible Pedestrian Signal per Manual on Uniform Traffic Control Devices (MUTCD)
- Continue to improve the Snow & Ice Program to provide the best service to the Town through equipment upgrade, use of corrosive inhibited anti-icing chemical, employee training and tactical improvements, and re-design of traditional snowplow routes.
- Inspected 548 Street/Sidewalk Occupancy and Excavation Permits.
- Completed 44 project reviews for the Planning Board and 6 project reviews for Zoning Board of Appeals.
- Completed 5 Traffic Count Studies.
- Prepared 8 Traffic Regulations.
- Continued construction of Second Avenue @ Highland Avenue intersection traffic re-design for Highland Ave Corridor Project.
- Completed construction of Oak Street @ Chestnut Street water main replacement.
- Completed design for Lantern Lane Head Wall Replacement.
- Completed design for Edgewater Lane Culvert Improvements.
- Completed design for Kingsbury Street drainage Improvements.
- Continue design on Greendale Avenue Drainage Improvements.

- Completed design of School Street water main reconstruction.
- Continued design of the Central Avenue at Eliot Street Bridge.
- Continued Town Wide Sewer Inflow/Infiltration (I/I) Study.
- Continued Town Wide Watershed Management Study.
- Completed the construction of Phase I of the Rail Trail Project.
- Continued the design of Phase II of the Rail Trail Project.
- Continued design of Sewer Inflow/Infiltration (I/I) repairs for various areas.
- Continued construction of Pleasant Street and Norfolk Street water main replacement.
- Continued construction of the St. Mary's Water Pump Station,
- Continued the construction of the Mills Field improvements.
- Continued with Downtown Streetscape conceptual designs.
- Continued the design of the Mills Field improvements.
- Continued with Downtown Streetscape conceptual designs.
- Responded to 300 Parks & Forestry Division work requests.
- Needham recognized as Tree City USA for 20th year.
- On April 24, 2015 celebrated the new Blue Tree on the Town Common.
- The 2015 Arbor Day activities included the planting of 2 Crab Apple and 1 Kousa Dogwood trees with the students at Eliot Elementary School.



ARBOR DAY 5-8-15 at Eliot Elementary School

Forestry:

Tree Removals and Stumping FY13 = 55 trees FY14 = 91 trees FY15 = 99 trees	Tree Pruning Hours FY13 = 1,684 hrs FY14 = 1,736 hrs FY15 = 1,533 hrs	Roadside Brush Removal and Flail Mowing FY13 = 1,544 hrs FY14 = 2,196 hrs FY15 = 2,283 hrs
Tree Planting FY13 = 300 Arbor Day seedling + 97 trees on streets and parks + nursery: 50 trees FY14 = 200 Arbor Day seedling + 159 trees on streets and parks + nursery: 135 trees FY15 = 200 Arbor Day seedling + 92 trees on streets and parks + nursery: 90 trees		

Park and Recreation, Memorial Park, School Grounds:

Athletic Field Acres Fertilized FY13 = 25 acres (5 applications) + 47 acres (2 applications) FY14 = 28 acres (6 applications) + 47 acres (2 applications) FY15 = 28 acres (6 applications) + 47 acres (2 applications)	
Athletic Field Acres Aerated FY13 = 29 acres – (once), 27 acres – 2 applications FY14 = 30 acres – (once), 28 acres – 2 applications FY15 = 50 acres – (once), 28 acres – 2 applications	
Over-seeding FY13 = 3 fields (thrice) + 6 fields (twice) + 3 fields (once) FY14 = 4 fields (thrice) + 6 fields (twice) + 4 fields (once) FY15 = 5 fields (thrice) + 8 fields (twice) + 2 fields (once)	
Diamond Work FY13 = 1,376 hrs FY14 = 1,224 hrs FY15 = 1,278 hrs	Mowing Hours FY13 = 3,768 hrs FY14 = 3,816 hrs FY15 = 3,712 hrs

- Repaired 21 water pipe leaks, including 11 water main breaks and 10 water service leaks.
- Responded to 17 water emergency calls (after regular business hours).
- Replaced & installed 1,183 out of 13,974 residential/municipal/condominium water meters, and replaced & installed 20 out of 724 Commercial Water Meters; total water meters in Town is 14,698.
- 197 Water service lines were replaced, including 8 lead-lined water service pipes.
- 14 new fire hydrants were installed.
- Successfully replaced 102 iron water service lines on 7 streets with one inch copper tubing.
- Continue NPDES Program to remain compliant with EPA Memorandum of Agreement, including 11 catch basin replacements & 32 catch basins repaired; replaced 1 drain manhole; inspect & clean drain system; and bi-annual street sweeping to prevent

accumulations of debris in catch basins that drain into the Charles River Watershed.

- Camera & Flushed 122,422 feet of sewer mains and 53,546 feet of drain lines.
- Repaired 60 feet of drain pipe in 6 streets.
- Responded to 23 sewer emergency calls (after regular business hours).



DEPARTMENT OF PUBLIC FACILITIES CONSTRUCTION

PERMANENT PUBLIC BUILDING COMMITTEE

George Kent, Chairman; Stuart Chandler, Natasha Espada, John Keene thru 12/14, Paul Salamone, Roy Schifilliti, Peter Schneider from 4/15, Irwin Silverstein

DEPARTMENT STAFF

Steven Popper, Director of Design & Construction; Hank Haff, Senior Project Manager; Phaldie Taliep, Project Manager; Kathryn Copley, Administrative Specialist

PURPOSE

The Public Facilities Department – Construction Division provides support for the Permanent Public Building Committee (PPBC) and helps advise and support the Town Manager on Facility construction, planning and operational needs. Town owned building projects with a total cost of \$500,000 or more that involve construction, reconstruction, enlargement, or alteration are assigned to PPBC to oversee, unless the Committee defers jurisdiction in the instance where a project includes little or no actual building construction, or where there are extenuating circumstances as to the nature of the project.

The Permanent Public Building Committee ("PPBC") was formed in June 1996 with seven members who were appointed to be responsible for overseeing the construction, reconstruction, enlargement, or alteration to buildings owned by the Town or constructed on land owned, leased or operated by the Town having a total project cost of \$500,000 or more. The PPBC is responsible for working with the individual user agencies as the need for a project, and/or a feasibility study, becomes established.

In 1998 the Town hired a Building Construction and Renovation Manager to work on the projects. In 2006 this position was restructured and is now under the Public Facilities Department umbrella -Construction Division as the Director of Design and Construction. There are currently two project managers on the staff. State Laws now require all Towns and awarding authorities to appoint Owners Project Managers (OPM) for all construction projects over \$1.5 million. The staff in this Department fulfill this requirement as the Employee OPMs on most Town projects.

FY15 HIGHLIGHTS

The following is a summary of completed or ongoing projects the PPBC has supervised during the 2015 fiscal year (July 2014 to June 2015). These projects were initiated during the period of 2012 thru 2015 fiscal years.

<u>Project Name:</u>	St Mary Street Pump Station
<u>Project Status:</u>	Ongoing
<u>Authorization:</u>	\$5,915,100 total
<u>Budget Status:</u>	On Budget
<u>Engineer:</u>	BETA Group
<u>Owners Project Mgr:</u>	Camp Dresser & McKee Smith, Inc.
<u>Contractor:</u>	Waterline Industries, Inc.

At the May 2012 Annual Town Meeting, Article 37: Appropriate for Water Enterprise Fund Cash Capital, was approved out of which a total amount of \$350,000 was designated for Fire Flow Improvements. The improvement is for the St Mary Street Pump Station. The project management was awarded thru design selection to Camp Dresser & McKee Smith, Inc. and the design was awarded to BETA Group.

At the May 2013 Annual Town meeting Article 47: Appropriate for St. Mary Street Pump Station was approved in the total amount of \$5,565,100 for preparation of construction documents and construction.

The construction contract was awarded to Waterline Industries in December 2013 and construction began in April 2014. It is anticipated that construction will be complete in September 2015 with beneficial occupancy by the Town occurring in June 2015 allowing for pumping of MWRA water to the Town's storage tanks at Dunster and Birds Hill. SCADA implementation of the Town's water distribution system was achieved under this project.

<u>Project Name:</u>	RTS Soil Remediation
<u>Project Status:</u>	Ongoing
<u>Authorization:</u>	\$400,000 total
<u>Budget Status:</u>	On Budget
<u>Engineer:</u>	Weston & Sampson Engineers, Inc.
<u>Owners Project Mgr:</u>	Public Facilities – Construction
<u>Contractor:</u>	Construction Dynamics, Inc.

At the October 2012 Special Town Meeting, Article 16: Appropriate for RTS Remediation, was approved in the total amount of \$400,000.00. Weston & Sampson was awarded the original study for the Salt Shed relocation thru design selection and continues to oversee the RTS Remediation. The project went out to bid in April 2013. The contractor is Construction Dynamics, Inc. The construction of the Salt Shed is complete and the Certificate of Completion was received on December 16, 2013.

Remediation monitoring is ongoing as a term of condition to the RAM plan. All of the wells have to test within the accepted reporting limits for a minimum of a year before testing can cease and the final report prepared, and approved by the DEP. Completion is anticipated in 2015.

<u>Project Name:</u>	Facility Master Plan Study
<u>Project Status:</u>	Complete
<u>Authorization:</u>	\$150,000 total
<u>Budget Status:</u>	On Budget
<u>Architect:</u>	HKT Architects, Inc.
<u>Owners Project Mgr:</u>	Public Facilities – Construction

At the May 2013 Annual Town Meeting, Article 6: Appropriate for Facility Master Plan Study, was approved in the total amount of \$150,000.00. This funds a follow-up study to the previous Master Plan Study done in 2007. The overall objective of the study is to build on the available information which the Town has obtained through prior facility and building studies to determine the near and

long term facility needs of the Town. It provides a facilities guideline for a twenty year timeframe. Information from the Master Plan Study will be used as input to the Capital Improvement Plan which guides the fiscal planning for the Town.

HKT Architects was awarded the study thru designer selection. The study was complete in January 2015 and posted to the Town's website.

<u>Project Name:</u>	Mitchell Elementary School Modular Classrooms
<u>Project Status:</u>	Complete
<u>Authorization:</u>	\$2,753,536 total
<u>Budget Status:</u>	On Budget
<u>Architect:</u>	Dore & Whittier Architects, Inc.
<u>Owners Project Mgr:</u>	Public Facilities – Construction
<u>Contractor:</u>	Triumph Modular, Inc.

The School Department funded a Feasibility/Schematic Design Study for the Modular Classrooms at Mitchell School in the amount of \$24,260. Dore & Whittier Architects was selected to perform the study thru designer selection.

At the November 2013 Special Town Meeting, Article 1: Appropriate for Modular Classrooms at Mitchell School, was approved in the amount of \$2,729,276. The addition of modular classrooms at the Mitchell Elementary School helps to overcrowding until the school is comprehensively renovated. Dore & Whittier Architects was again selected thru designer selection in February 2014 and continued as architect thru completion of the project.

The project went out for bid in February of 2014. Triumph Modular, Inc. was awarded the contract. The project was completed in August 2014 and was occupied by the school at the start of the 2014-2015 school year.

<u>Project Name:</u>	Hillside Elementary School Feasibility Study
<u>Project Status:</u>	Ongoing
<u>Authorization:</u>	\$650,000
<u>Budget Status:</u>	On Budget
<u>Architect:</u>	Dore & Whittier Architects, Inc.
<u>Owners Project Mgr:</u>	Public Facilities – Construction
<u>Contractor:</u>	TBD

At the November 2013 Special Town Meeting, Article 2: Appropriate for Feasibility Study/Hillside School, was approved in the amount of \$650,000.

A statement of interest was submitted to the MSBA in April 2013. The MSBA agreed to partner with the Town for this project at the reimbursement rate of 32.47% of the Eligible Project Costs. The project was approved for the eligible school projects by MSBA in December 2013. Certifications were compiled during the spring for submission for Feasibility Study approval.

The Town's Public Facilities Department Construction acting as OPM was approved by the

MSBA for the Feasibility Study in the fall of 2014, and the architect, Dore & Whittier Architects, Inc. was selected through Designer Selection with the MSBA in March 2015. The study is in process and must go through all stages of design required by the MSBA. The Preliminary Design Program (PDP) which studied over twenty potential sites in Town and was narrowed down to nine sites on June 1, 2015. Further reductions may take place before it is submitted in September 2015 to the MSBA. The Preferred Schematic Report (PSR), which recommends a single site, will be submitted in December 2015 for MSBA Board approval in January 2016. Schematic Design will be submitted in June 2016 for MSBA Board approval in July 2016.

An override for Construction Funds is expected to be presented to the Town in November 2016. Substantial completion is anticipated for August 2020 and be occupied by the school at the start of the 2020-2021 school year.

Project Name: High School Expansion Study
Project Status: Ongoing
Authorization: \$50,000
Budget Status: On Budget
Architect: Drummey Rosane Anderson, Inc.
Owners Project Mgr: Public Facilities – Construction

In December 2014 the Finance Committee voted to approve a reserve fund transfer request of \$50,000. This amount was used for a preliminary feasibility study and schematic design work for the High School classroom and cafeteria expansion and/or reconfiguration.

Drummey Rosane Anderson was selected to perform the study thru designer selection, and completed their report in April 2015.

Project Name: High School Expansion
Project Status: Ongoing
Authorization: \$150,000
Budget Status: On Budget
Architect: Drummey Rosane Anderson, Inc.
Owners Project Mgr: Public Facilities – Construction

At the May 2015 Annual Town Meeting, Article 39: Appropriate for High School Expansion for engineering and design services, was approved in the amount of \$150,000, for the Cafeteria Expansion of the project. Drummey Rosane Anderson was retained as the project designer.

Construction funds will be requested at the November 2015 Special Town Meeting Warrant.

Project Name: DPW/Public Services Administration Building Location Feasibility Study
Project Status: Ongoing
Authorization: \$40,000
Budget Status: On Budget
Architect: TBD

Owners Project Mgr: Public Facilities – Construction
Contractor: TBD

At the May 2015 Annual Town Meeting, Article 14: Appropriate for DPW/Public Services Administration Building Location Feasibility Study, was approved in the amount of \$40,000. This study will proceed after a preferred site for the Hillside School has been approved, sometime around January 2016.

Project Name: Rosemary Pool
Project Status: Ongoing
Authorization: \$450,000
Budget Status: On Budget
Architect: TBD
Owners Project Mgr: Public Facilities – Construction
Contractor: TBD

At the May 2015 Annual Town Meeting, Article 30: Appropriate for Rosemary Pool for design and engineering, was approved in the amount of \$450,000, from Community Preservation Act funding.

A Request for Qualifications for design services was advertised in June 2015 and the interviews and selection will occur in July 2015.

Needham Solar Project

The Public Facilities Department – Construction Division continued to facilitate the Needham Solar project at the RTS Capped Landfill, working as Project Manager with the Solar Energy Exploratory Committee (SEEC), and the Town Manager. Grant funding for Owner's Agent Technical Assistance was applied for in September 2013 and received in October to supplement town funding for the Owner's Agent, Beacon Solutions, Inc.

Six Solar Warrant articles were drafted and then approved by November 2013 Town Meeting. An RFP was issued in September 2013 for Energy Management Services for Solar Photovoltaic Installations. Eleven companies responded in October 2013 and four companies were shortlisted and interviewed. Brightfields Development, LLC was selected with a design that proposed a 3.7 MW DC installation creating around 4,800,000kWH/year. The 20-year EMSC was signed in April 2014. The developer secured financing partnering with SolarCity, received all Planning Permits, DEP permits, and Interconnection permits in 2015. Construction started in June 2015 and operation is anticipated to commence in 2015.

LOOKING FORWARD

Implementation of the Rosemary Pool design will include engaging an Architect, confirming the pool program, studying the pool design options, evaluating the renovation and addition of space at the existing bath house building as well as analyzing access and parking requirements.

Upcoming future projects may include relocation and or reconstruction of all or part of the DPW facilities at 470 Dedham Avenue, renovation/additions to the Police/Fire Department Public Safety Building on Chestnut Street, as well as the renovation/addition to Fire Station No.2 on

Webster Street and Highland Avenue.

Support for the School Department includes evaluating continued occupation and future renovations to the Emery Grover Building. In addition, projects anticipated include refurbishment of the Hillside Elementary School envisioned to be used as potential future swing space for School Administration, Mitchell Elementary School rebuild and Pollard Middle School addition and renovation. The above projects are included as part of the recently completed Master Plan.

The Permanent Public Building Committee is challenged by the enormously important and complex projects that have been appropriated by the Town. Successful and timely execution of these projects is essential to satisfying full integration within the Towns infrastructure.

DEPARTMENT OF PUBLIC FACILITIES OPERATIONS

PURPOSE

The Public Facilities Department, Operations Division identifies, plans for, coordinates, and executes routine daily maintenance and custodial care of all Town buildings. In addition, the Department formulates long-range building related capital needs, including cost estimates and feasibility assessments, for planning purposes.

Chip Laffey, Director of Facility Operations
Wayne Whisler, Facility Operations Shift Supervisor
Andrew Hall, Facility Operations Shift Supervisor
Cecilia Simchak, Administrative Analyst
Antoinette Poness, Department Specialist
Niki Rumbos, Department Assistant

The Spring 2006 Annual Town Meeting created the Department of Public Facilities under the direction of the Town Manager. The new department was preceded by the Municipal Building Maintenance Board which has been in existence since 1995.

Buildings cared for and maintained by the Public Facilities Department include: Town Hall, Public Safety Building, Fire Station #2, Public Library, DPW Main Building, Public Service Administration Building, Charles River Water Treatment Facility, Ridge Hill Reservation (three buildings), Carleton Pavilion, Center at the Heights (Council on Aging), Memorial Park Fieldhouse, Needham High School, Pollard Middle School, Newman Elementary School, Broadmeadow Elementary School, Eliot Elementary School, Mitchell Elementary School, Hillside Elementary School, High Rock School, Emery Grover School Administration Building, and the Daley Maintenance Building.

FY15 HIGHLIGHTS

Broadmeadow Elementary School:

- Replaced air flow switch and compressor in RTU 3
- Installed a new exhaust fan at the back entrance roof
- Replaced heat valve and tiles
- Fixed belt, exhaust fan, and actuator in vent duct
- Repaired fence around the garden due to snow damage
- Repaired leak in roof near Performance Center
- Installed backing for numerous projector mounts

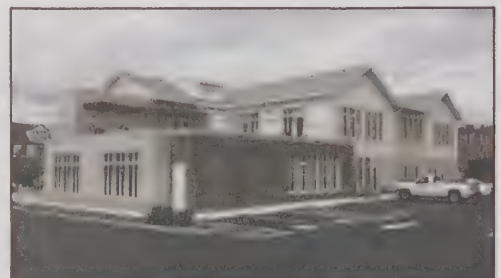


Center at the Heights

Repaired damaged fence around property

Daley Building

- Replaced condensate pump for the boiler
- Completed various masonry repairs to the building



- Replaced light ballasts

Department of Public Works

- Replaced gasket and plate on circulator pump
- Repaired circulator pump
- Installed new double doors for exterior doors of the DPW boiler room
- Installed new door at the DPW garage
- Replaced stay bolts to comply with safety inspection
- Repair smoke box on boiler



Memorial Park

- Replaced fire alarm control panel
- Installed new toilet and sink in unisex bathroom
- Changed the locks to both doors

High Rock School

- Installed guardrails on fence in the parking lot
- Repaired exterior lights
- Converted parking lot lighting to LED
- Cleaned all duct work



Fire Station #2

- Repaired roof to fix a leak
- Fixed air conditioning in the kitchen area
- Installed smoke detectors
- Repaired Plymovent
- Replaced 13 windows with energy efficient windows

Emery Grover

- Replaced basement refrigerator
- Replaced floor in one of the offices
- Replaced fuel line of broken oil tank
- Fixed exterior stairwell
- Replaced the fence and gate around the dumpster
- Repaired numerous roof leaks



Chestnut Street

- Removed sign from property

Eliot Elementary School

- Repair ballast and lamps in parking lot and walkway
- Install occupancy sensors in all bathrooms
- Installed two new compressors for RTU 1
- Replaced sections to boiler 2
- Installed TXV valve
- Repaired air conditioning circuits for RTU 1 and RTU 2
- Replaced actuator
- Replaced VFD on RTU 2
- Repair air conditioner in head end room
- Replaced module on boiler # 2
- Replace expansion valve on RTU 1
- Converted parking lot lighting to LED
- Converted gym lighting to LED



Rosemary Pool

- Installed a new hot water heater

Hillside Elementary School

- Installed new blinds in all the classrooms
- Repaired leak in boiler
- Fabricate and install wooden cabinets over electrical panels on lower floor
- Replaced floor in the boys bathroom in the portables
- Installed new air conditioner in classroom #20, including necessary window modification
- Installed FOB entry system for the front door
- Upgraded lighting in kitchen storage room



Needham Free Public Library

- Rewired lighting and switches
- Fixed air conditioning in Achieve Room
- Repaired four water closets in the women's restroom
- Repaired sheetrock in conference room
- Repaired leaks in roof
- Reinstalled HVAC unit in Children's section
- Replace heat valve on ERV 3



- Leveled out stone pavers in entrance walkway
- Reset capstones on Highland Ave. wall
- Repaired outside ramp and curb
- Repaired and patched concrete stairs at the entrance
- Replaced floor tiles in women's restroom
- Repaired chiller
- Converted exterior lighting to LED
- Repaired damage to fence

Mitchell Elementary School

- Repaired leaks in roof
- Replaced window air conditioning unit
- Cleaned all duct work
- Completed welding repairs to steam weld



Needham High School

- Sealed grand staircase
- Installed a lock cage in room 101 in order to prepare room to become a robotics lab
- Power washed and repointed rear staircase
- Replaced carpet entry mat in gym B
- Installed new water bottle fill stations near gym locker rooms and main office
- Installed airphone and card readers on multiple entrance doors
- Replaced and upgraded multiple doors throughout the school
- Relocated ice maker to the Athletics Department
- Tuned boiler #1
- Installed folding partition in room 728 to subdivide the room
- Repaired various roof leaks
- Repaired speakers in classrooms
- Repaired boilers #2 and #3
- Installed new carpet in the lobby
- Installed a new coil in the teacher's lounge
- Installed a new motor in an air conditioning unit
- Repaired leak in RTU9
- Painted walls in room 101 to include dry erase walls
- Replaced lights and ballasts in gym A



- Installed dietic entrematic devices to make doors handicapped accessible
- Moved desk and cabinets to have better visibility
- Installed new framing and sink in room 101
- Repaired parking lot light poles
- Installed electric uninvent in room 602
- Installed a new motor
- Moved light bank, outlets, and cables in order to install folding wall
- Repaired guardrail on fences
- Installed service to support new drying cable in Graphic Arts room
- Replaced combustion heads and swirlers on boilers 1-4
- Removed interior wall in room 608
- Repair the vestibule mat in gym A

Newman Elementary School

- Replace Keri panel and satellite board on door access system
- Repaired floor in Discover Room
- Replaced two large windows
- Replaced the board on door access system
- Replaced combustion air actuator on hot water heater
- Converted lighting in gym to LED
- Repaired multiple Schweiss Doors
- Repaired linoleum floor
- Replaced light pole in parking lot



Public Safety Building

- Relocated smoke detector, removed light fixtures, and installed LED lights for a new split unit
- Pulled wires to fix exterior lighting in parking lot
- Installed two additional recessed lighting in the police server room
- Repaired portable generator
- Replaced window air conditioner



Ridge Hill

- Replaced existing garage doors
- Installed LED lighting
- Replaced all fixtures in restrooms and garage

Pollard Middle School

- Patched dry wall and painted back wall of room 208
- Removed and replaced cabinets and counter tops in multiple locations
- Installed electrical service switches to supply fans
- Installed new fire extinguisher signs
- Fixed leak in sprinkler pipe
- Replaced breaker in auditorium
- Installed new locks for gym doors in both blue and green gym
- Power washed exterior of the back of the building
- Repaired leaks on both hot and cold water mains
- Repaired stucco panel in the modular classrooms
- Installed a new heat exchange
- Removed asbestos tiles in 10 classrooms
- Installed new master clock and bell system



Recycling & Transfer Station

- Replaced sheetrock and insulation in all office and bathroom areas

Town Hall

- Purchased glycol for HVAC system



NEEDHAM COMMISSION ON DISABILITIES

Elaine Saunders, co-chair, Jeanie Martin, co-chair, Susan Crowell, secretary, Dana Mastroianni, treasurer and ADA liaison, Leon Foster, Debbi Heller, Bruce Howell, Barbara Moss, Andy Wise and Dale Wise. Consultant from MetroWest Center for Independent Living is Paul Spooner; Needham Police Department Community Service Officer is Karl Harmon.

The Needham Commission on Disabilities (NCOD) meets on the third Tuesday of the month except for the months of July, August and December with the following membership: 9 members; a majority of whom are disabled; one of whom must be a family member of a person with a disability; and one of whom must be an appointed town employee, and other interested Needham residents.

PURPOSE

- To advise municipal officials, public and private agencies, and other individuals to ensure compliance with federal, state and local disability laws.
- To promote full integration of persons with disabilities into the community.
- To provide information, referrals, and technical assistance to individuals, businesses and organizations in all matters pertaining to disability issues.
- To participate in a variety of forums and media events to develop public awareness of persons with disabilities, and compliance with the Americans with Disabilities Act (ADA).
- To award grants to community based organizations that increase awareness of and educate persons about disabilities, and that help persons with disabilities participate more fully in programs and activities in Needham.

BUDGET

Braille paper and printing paper	\$100
Handicapped parking signs with new icon	\$230
Plaques for 2 departing NCOD members	\$130
Attendance and travel to access monitoring training and other conferences	\$90
TOTAL	\$550

HANDICAPPED PARKING FUND

Dance performance in Needham elementary schools, part of the Disability Awareness Program	\$2500
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FY2015 HIGHLIGHTS

- Worked in conjunction with the Metro West Center for Independent Living in Framingham and the Massachusetts Office on Disability on all legal and technical matters pertaining to the disabled.
- Consulted with representatives of the Carter Memorial United Methodist Church regarding variances they requested in their proposed renovations to church property.
- Reviewed and assessed sites in Needham for ADA code violations including Eaton Funeral Home, Doherty Funeral Home, and 272 Chestnut Street.

- Enlisted the help of the MetroWest Office on Disability to file formal complaints against 1410 Highland Avenue for code violations in their parking lot.
- Advised town officials and local businesses regarding the number and dimensions of handicapped parking spaces and of proper signage required for HP spaces in order to ensure compliance with ADA and the AAB regulations.
- Advised the Superintendent of the Highway Department, the Town Engineer and the Needham Police about the necessity of providing and maintaining audible pedestrian signals at pertinent crosswalks in Needham. This included making a change to ensure that there are two distinct sounds at neighboring audible pedestrian signals in the center of town and monitoring the timing and sound of signals at Rosemary & Highland and West & Highland.
- Continued to make available handicapped parking signs that comply with state regulations and town by-laws at a reduced cost to Needham businesses and town departments.
- Initiated a public relations campaign regarding the new handicapped icon for parking signs which portrays a more active and empowered person with disabilities.
- Sponsored a Needham resident who has been trained to assist the Needham Police by taking photographs of violators of handicapped parking regulations.
- Continued to award grants to individuals and organizations for materials and programs relating to persons with disabilities. (Funds made available from fines accrued from handicapped parking violations.)
- Distributed an NCOD brochure which is available at various town sites and is included in a welcoming packet for Needham newcomers.
- NCOD members made presentations regarding disability issues and worked interactively with Hillside students, Broadmeadow students and Olin College students to design and develop prototypes of aids for accessibility.
- A guest speaker from the Massachusetts Office on Disability presented information to NCOD on disability issues of mutual interest and weekly updates were received from the Disability Policy Consortium.
- Worked with the Massachusetts Office on Disability on proposed changes to state laws and regulations regarding people with disabilities.
- Met with the architect and the director of Parks and Recreation to consult and advise on the creation of the ADA Reservoir Trail.
- An NCOD member, trained town volunteer and the Town Clerk worked together to promote use and understanding of the Automark voting machine which allows persons with visual disabilities to vote independently. This included a training session held at the Council on Aging.
- An NCOD member served as a representative to the Downtown Streetscape Planning Committee to ensure that accessibility issues are addressed including handicapped parking and pedestrian access.
- NCOD members attended conferences to learn about the latest in assistive devices and other issues concerning ADA.
- A representative of the Mass Commission for the Blind demonstrated aids and devices to better assist persons with vision loss.

- Responded to a Needham Times Inquiry regarding problems for the disabled navigating the downtown area where snow was piled up and not removed.
- Remained informed about regulations and issues concerning people with disabilities through subscriptions to publications, newsletters and through the public media.
- Continued to sponsor a weekly presentation on the Needham Cable Channel of the Ablevision program by Project Triangle, which highlights accomplishments of persons with disabilities.

FY2017 FORECAST/GOALS

- To continue to work with the School Administration, Town Clerk, Town Engineer, Highway Department, MBMB, PPBC and the Park and Recreation Department in an advisory capacity to ensure compliance with AAB and ADA building codes at schools, playgrounds, private businesses, community based agencies and other municipal buildings as they are renovated.
- To work with Needham Public Housing, its residents and Needham businesses to provide a safe environment and accessibility compliance including ramps, railings, entrances and lighting.
- To continue to inform non-compliant business property owners of regulations regarding proper handicapped parking signage and offer properly worded handicapped parking signs to public and private organizations and businesses at a reduced cost.
- To work with the Needham Police to enforce proper usage of handicapped parking spaces through a program that tickets violators.
- To continue to participate in the Downtown Streetscape Committee to promote awareness of disability issues.
- To utilize funds accrued from handicapped parking fines for the specific benefit of the disabled community through the issuing of grants.
- To continue to work with the Town Clerk's office to promote use of the Automark voting machine, so that persons with visual impairment can vote independently.
- To create a formal grant application that will be available on line.
- To continue to work with town officials to bring the Town of Needham into compliance with state and federal regulations regarding all accessibility issues.
- To continue to distribute the NCOD brochure.
- To dispense information and to serve as a resource to individuals and entities in the Town of Needham on issues relating to the disabled.
- To continue to facilitate registration of persons with disabilities in the Enhanced 911 program and Emergency Management Program, in conjunction with Needham Town Hall and the Needham Police.
- To encourage Needham citizens to participate in NCOD meetings which are publicly posted.
- For further information about the Needham Commission on Disabilities and about attending a meeting, please call NCOD at (781) 455-7500.

COMMUNITY PRESERVATION COMMITTEE

Staff:

Patricia Carey, Staff Liaison

Kristen Wright, Recording Secretary

Members:

Gary Crossen, Chairman

Lita Young, Vice Chair

Paul Alpert

Robert Boder

Reg Foster

Ron Furman

Mark Gluesing

Peter Oehlkers

Mike Retzky

Appointed by:

Board of Selectmen

Board of Selectmen

Planning Board

Historical Commission

Housing Authority

Town Moderator

Town Moderator

Conservation Commission

Park and Recreation Commission

PURPOSE AND MISSION

Massachusetts General Law (M.G.L.) Chapter 267 of the Acts of 2000, Section 2, defines community preservation as “the acquisition, creation and

preservation of open space, the acquisition, creation and preservation of historic structures and landscapes and the creation and preservation of community housing.” Needham voted to accept the legislation in November 2004. The Community Preservation Committee is appointed to make recommendations for use of the Community Preservation Fund.

FY15 ACCOMPLISHMENTS AND ACTIVITIES

- The Needham Community Preservation Fund received its state distribution of \$566,099 from the Commonwealth in December 2014, a 31.5% match. The percentage from the state has varied from a low of 26.64% to a high of 100%. In total, \$6,634,740 has been received from the state as of December 2014. The Town collected \$1,954,427 in FY’15 through the local surcharge.
- The Committee held a public hearing in March 2015 to gather public input on the proposals under review for funding.
- At May, 2015 Annual Town Meeting, the Committee recommended and Town Meeting approved the funding of the following proposals:

\$ 450,000	Park and Recreation	Design: Rosemary Pool
\$ 1,527,000	School Committee	Newman Athletic Fields
\$ 800,000	School Committee	Eastman Conservation Trail
\$ 510,000	Park and Recreation	Mills Field Site Improvements
\$ 10,000	Conservation Commission	Trails: Student Conservation Association
\$ 30,000	Park and Recreation	Design: Charles River Boat Launch
\$ 115,000	Selectmen/Town Manager	Rail Trail

- In addition to funding the proposals at the Annual Town Meeting, and as required by the state legislation, funds were spent or put in reserve for Community Housing and Open Space. The debt service for Town Hall is also paid through CPA funds, meeting the obligation for spending under Historic Resources. Remaining funds, totaling \$1,448,606 were placed in the Annual Reserve, for future projects in those categories or Recreation. Approximately, five percent of the revenue was put into the CPA Administrative budget.

- The Staff Liaison spoke in support of CPA funded recreation projects at a public hearing at the State House, and attended the 15th anniversary of the creation of the Community Preservation Act.

Statistics

- The Community Preservation Fund has provided financial support to fifty-one (51) projects, with a total of \$23,363,352.

Community Housing total	\$ 1,384,500
Open Space total	\$ 2,084,619
Historic Preservation total	\$ 15,301,733
Recreation and General total	\$ 4,592,500

GOLF COURSE ADVISORY COMMITTEE

*Daniel Dain (Chair), Roy Cramer, Jack Heavy, Richard Reilly, Jon Schneider,
Mary Grace Summergrad, Steve Carlson*

PURPOSE

The Golf Club Advisory Committee members are appointed by the Selectmen to act as a liaison between the Needham Golf Club and the Board of Selectmen. The Committee monitors Club operations to ensure that the Club is operated in accordance with the terms of the Lease with the Town. The Committee also provides a forum for residents to obtain information about the operation of the Club and to resolve any disputes with the Club. The Committee reports to the Board of Selectmen.

The Needham Golf Club is a private non-profit corporation organized in 1923. The Club operates a 9-hole golf course designed by a disciple of Donald Ross. The Club owns approximately 6.7 acres of land fronting on Green Street. The club house, parking lot and ninth green are on land owned by the Club. The remainder of the golf course is on approximately 58.8 acres of land leased from the Town.

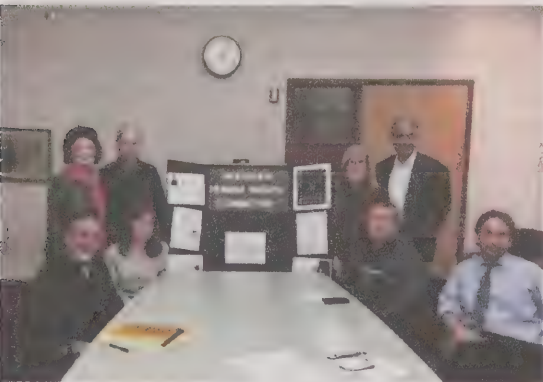
The current Lease, approved by Town Meeting in 2008, expires on April 30, 2029, but is subject to the right of the Town to terminate at any time for “any lawful municipal purpose” upon action by the Town Meeting. Under the terms of the Lease, residents have the right to use the golf course for one full weekday, one partial weekday, and one partial weekend day. Greens fees charged are the same fees that members pay for their guests. In addition, the Club accommodates the Needham High School Golf Team and allows use of the premises for winter recreation. The Lease imposes various restrictions on membership including a requirement that 90% of new members must be residents of Needham.

The Golf Club Advisory Committee meets prior to the beginning of the golf season and at the end of the season and holds special meetings if matters arise at other times.

FY2015 HIGHLIGHTS

- The Committee met with Club President Bruce Herman and Club Vice President Kevin McNamara twice during FY2015, on November 17, 2014 and on April 27, 2015.
- At the two meetings, the Committee reviewed with the Club’s leadership the Club’s compliance with the terms of the Lease, including rights of winter recreation, Needham High Golf Team access, and resident days; as well as resident composition of new accepted members and the Club membership, and the prohibition of discrimination on the basis of sex, race, color, creed, sexual orientation, and national origin.
- The Club, following the provisions in the Lease (section 9.5 and 11), applied to the Town Manager and received two waivers from the terms of the Lease. Having exhausted the resident waiting list for membership, the Club received a waiver to go below the 90 percent resident threshold under section 9.2. Additionally, responding to feedback from prospective members, the Club received a waiver to open for use at 7:00 a.m. on weekdays for the 2015 season on a trial basis.
- The Committee also reviewed with the Club whether there had been any issues with the neighborhood during the year. The Club reported no significant issues.

HUMAN RIGHTS COMMITTEE



- Abdul Cader Asmal (Clergy Association)*
- JoAnne Coffey-McCormick*
- Barry Ehrlich*
- Cynthia Ganung (Clergy Association, IJTF)*
- Zahra Haghighatjoo*
- Jennifer Howard*
- Amelia Klein, co-chair (Diversity Committee)*
- Ashok Mehta*
- Bud Schram*
- Marlene Schultz, co-chair*
- Jeremy Sutherland (NHS, Diversity Committee)*
- John Schlittler (liaison - NPD)*

MISSION

The Town of Needham’s Human Rights Committee strives to reaffirm the worth and dignity of every human being. The diversity of the Needham Community is embraced and celebrated through the following NHRC activities:

- Education: Advocate appreciation for and respect for diversity
- Community Outreach: Organize community events to constructively promote diversity and tolerance
- Community Response: Respond to issues that challenge the human rights of any individual or group in the Needham Community

NHRC LOGO

The NHRC logo design, which is universally recognized, combines the shape of a hand with that of a bird (dove). It was created by an international committee for the promotion and protection of human rights.



MEMBERSHIP

Official members of the Needham Human Rights Committee are Needham residents who volunteer to serve on the Committee. They are appointed by the Board of Selectmen.

The Committee shall consist of 12 members. When practicable, the Committee should include representatives or designees of the Needham Police Department and the Needham Public School Department (ex officio and non-voting), the Needham Commission on Disabilities, and the Needham Housing Authority. Membership should also include a representative of the local clergy, a senior citizen, a tenant of the Needham Housing Authority, a realtor, and a Needham High School student. [Charge, Human Rights Committee, Approved Aug. 12, 2008]

MEETINGS

Human Rights Committee meetings are usually held the *third Thursday* of each month at Broadmeadow School (Conference Room), 129 Broad Meadow Road, Needham, MA 02492. Meetings are open to the public and agendas are posted on the Town website. On occasion, guest speakers are invited by the Committee to share their expertise in the area of human rights. Guest speakers play an important role as resources for planning future NHRC events. The Committee welcomes all Needham residents who are interested in human rights to attend a meeting and to learn about the work of the Committee.

FY15 HIGHLIGHTS: SPONSORED COMMUNITY EVENTS

- ***Needham 3rd Annual Diversity Summit – October 18, 2014*** Pollard Middle School
The Needham Diversity Summit brings together community leaders, friends, neighbors and students to explore, foster, strengthen and celebrate Needham's diversity - of socioeconomic status, race, sexual orientation, gender (including identity and expression), religion, ethnic identity, ability and age. The Summit attempts to empower groups that may otherwise feel unable or that lack the confidence to share their experiences and voices, and to provide a safe and inviting space for audiences to listen and respond. The NHRC was a co-sponsor of the day-long event. NHRC members served on the Diversity Summit Planning Committee and attended and hosted the Diversity Summit. Former Committee member Nathan Rosin, a graduate of Needham High School, co-produced the video **I AM NEEDHAM**, which was introduced to the Needham Community at the Summit. NHRC members also led workshop sessions, an integral part of the Diversity Summit program.
- ***Human Rights Are Local: Issues Facing Older Adults in Our Communities – November 6, 2014*** Olin College of Engineering

Each year the Needham Human Rights Committee hosts a major event which focuses on a specific human rights issue. This year the Committee partnered with Olin College's Caitrin Lynch, Associate Professor of Anthropology - whose research and teaching focus on issues of Aging. Guest speaker was Betsey Crimmins, senior attorney – Elder Abuse Prevention Project of Greater Boston Legal Services, Inc. Olin College students ran workshops about human rights issues facing older adults in our communities. Topics included access to nutrition and exercise; how cultural images of older adults impact their experiences and access to rights; and financial security and literacy. The Council on Aging and North Hill were co-sponsors of the event.

- ***Massachusetts New Domestic Worker Rights Law: What does it mean for you? - November 13, 2014*** Needham Public Library
NHRC served as a co-sponsor for a community forum presented by the Immigration Justice Task Force, the League of Women Voters, and the Needham Faith Communities. The event focused on the Massachusetts Domestic Worker Rights Law which was signed into law on July 2, 2014 by Governor Deval Patrick. The law contains a bill of rights for domestic workers and provides protections for nannies, housecleaners, and adult care assistants. The guest speaker was Lydia Edwards, an Equal Justice Works Fellow of the Greater Boston Legal Services and implementation coordinator for the Massachusetts Commission on Domestic Workers.
- ***Martin Luther King Jr. Day Celebration – January 19, 2015*** Needham High School Auditorium
This annual community event celebrates the legacy and the life and achievement of Dr. Martin Luther King, Jr. The central focus of the MLK Day is children. Many of the performances were by or for children of all ages. A highlight was a combined choir of children from diverse Needham communities and groups. Middle school students conducted a ceremony of lighting candles in honor of those who have inspired them. Other program highlights included a keynote speaker, storytelling activities for children, a dance ensemble presentation, and a student art display. NHRC was a co-sponsor of the celebration. Committee members served on the MLK Day Planning Committee, organized and provided refreshments, attended and hosted the event. Additional sponsors were The Clergy Association, the Needham School Department and its METCO Program, and the Needham Diversity Committee.
- ***The Future of Immigration Reform in the U.S. - June 8, 2015*** Broadmeadow School
The NHRC hosted a public forum together with the Immigration Justice Task Force featuring Margaret Stock, one of the preeminent immigration lawyers in the country. The speaker discussed issues related to the U.S. immigration system, which has been described as “broken - a system that tears families apart and leaves many immigrants living in the shadows.” Dr. Stock examined ways Needham citizens could think about future reform that will serve the interest of all.

FY15 HIGHLIGHTS: COMMUNITY RELATIONSHIPS

In pursuing its mission, the NHRC seeks opportunities to collaborate - and develop on-going relationships - with groups in the Needham Community. Following are examples of ways the NHRC has made efforts to reach out to both official and non-official Town Committees and organizations.

- **NEEDHAM HOUSING AUTHORITY** Members of the NHRC have visited the office of the Needham Housing Authority at Captain Robert Cook Road and met with the Executive Director and the Resident Services Coordinator to discuss common interests and means of support. Their meeting focused on the needs of residents living in NHA units and how well residents of Needham public housing are integrated into the Community. A Committee member attended a Public Forum on Affordable Housing September 25, 2014. The Committee plans to invite a representative of the NHA to a future meeting. The Committee continues to seek candidates who are residents of the Needham Housing Authority to serve on the NHRC.
- **MEDIA SOURCES** The NHRC has developed close links with local media sources. Direct contact with editors and journalists has helped the Committee promote its events and generate interest in human rights. Committee members have attended information sessions organized by the Needham Times and have had opportunities to meet the staff, learn how and when to send press releases and calendar listings, and how to “pitch” a story for their organization. The Needham Times has been supportive of the mission of the NHRC and has highlighted its work in major articles and guest columns. The Hometown Weekly has consistently responded to press releases and published lead articles about Committee events in a timely fashion.
- **NEEDHAM PUBLIC SCHOOLS** Members of the Committee have met with the Superintendent and Needham Public School officials to discuss ways to collaborate and to share resources. The NHRC is committed to developing on-going relationships with school personnel and students. Their input is critical in the planning of educational forums which address the challenges faced by youth in our community. The NHRC provides opportunities for NHS students to take on leadership roles as members of the Committee, and to take initiative in providing student participation and input in the planning of events. The Needham High School representative who serves on the Committee provides an important link to faculty and student groups.
- **NEEDHAM COUNCIL ON AGING** The co-chairs of the NHRC have met with the Executive Director and the Program Coordinator at the Council on Aging to explore the possibility of co-sponsoring an event which focuses on the needs and rights of older adults. The Executive Director generously gave her time and expertise in helping the organizers plan a public forum held at Olin College (*Human Rights Are Local: Issues Facing Older Adults*) on November 6, 2014. The NHRC plans to organize future events at the Center at the Heights.

- **NEEDHAM DIVERSITY COMMITTEE** The Needham Diversity Committee is a grass-roots, community organization of individuals who live, work or study in Needham. Many are educators or have been involved with diversity training in the past (e.g., via their profession or membership in Needham's Human Rights Committee, Needham Clergy Association, Immigration Justice Task Force). The NDC organizes on-going events, workshops, and community forums which provide opportunities for residents of Needham to learn about the diverse populations within their community, to examine diversity issues, and to build diverse coalitions. Two members of the NHRC have served on the Needham Diversity Committee. The NHRC has been an annual co-sponsor of the Needham Diversity Summit and the Martin Luther King Day Celebration.
- **NEEDHAM CLERGY ASSOCIATION** Two members of the NHRC are active members of the Needham Clergy Association. Both groups have shared information about their work with members of their respective organizations, and have attended their public events. One example of an event attended by NHRC members was a course on Interfaith Dialogues, developed by Hebrew College and Andover Newton Theological Seminary, which featured discussions on Judaism, Christianity and Islam.
- **NEEDHAM IMMIGRATION JUSTICE TASK FORCE** One member of the NHRC is also an active member of the Immigration Justice Task Force and has been an important link to the group. The NHRC has supported the activities of the IJTF and has attended and co-sponsored events they have organized. The work of the IJTF is relevant to the work of the Committee: both groups are advocates for human rights. The IJTF has been an important source of information about current issues and actions taken in relation to immigration policies, many that involve residents and employees in the Town of Needham.

NEEDHAM HISTORICAL COMMISSION

PURPOSE

The Historical Commission was created to ensure the preservation, protection, and development of the historical assets that are the visible evidence of the Town of Needham's history. The Commission seeks to identify places of historic or archeological value, and to coordinate with other town boards bodies to preserve the town's historical heritage. The functions of the Historical Commission include assisting residents in obtaining historical information about the Town, reviewing proposed demolition projects in accordance with the Demolition Delay By-law (2.11.5), and working with the Town in the evaluation of the future use of historic buildings. There are seven members on the Historical Commission. Members of the Commission are appointed by the Board of Selectmen for three year, staggered terms.

*Robert Boder
Carol J. Boulris
Rose Doherty
Gloria P. Greis
Richard C. Hardy
Jeffrey Heller
Miles Shore, M.D.*

FY2015 ACTIVITIES

- Over the course of the year the Historical Commission met with the owners of 28 Mercer Road, 3 Rosemary Street (Kingsbury house) 1087 Webster Street (Charles Morton House), 1321 Great Plain Avenue (McIntosh Greaves House) for renovation, repairs for their historical houses.
- Members of the Historical Commission represented the Commission as members of the town's Downtown Streetscapes Committee, Town common planning, Large House Study Committee and as a designated member of the Community Preservation Committee.

CPC GRANT

- In 2012 the Community Preservation Committee approved a grant for the Historical Commission to conduct a new round of historic house research for the town historical Inventory. A contract was awarded to Community Opportunities Group (COG). COG submitted draft "Form B's" for 52 properties in the town. The Commission will be meeting with owners of these 52 properties to seek permission to have these properties placed on the town's historical property inventory.

HISTORICAL PROPERTIES LISTED IN TOWN WIDE GIS AND STATE MACRIS DATABASE

- The Commission worked to digitize the original 1978 Historical Property Inventory containing 61 buildings and is working to have the information more widely available to town residents for review and information. The information is included in the town IT department a map overlay of all historical properties or locations are available and viewable on the town GIS (Geographical Information System) website:

<http://www.needhamma.gov/index.aspx?nid=1905>

We hope to have the newly digitized original 1978 Historical Property Inventory digitized included in the Massachusetts Historical Commission's MACRIS (Massachusetts Cultural Resource Information System) database and will be able to view descriptions, photo's, background and history of selected places:

<http://mhc-macris.net/>

SOLAR PANEL GUIDELINES

- The Commission working with the town building department promulgated a guide for installing solar panels on historical buildings.
- *House Stories*, a national award winning informative and innovative program cable TV program series continues to be produced by The Historical Commission and the Needham Channel. The program series epitomizes an important aspect of local programming, which is to reflect and preserve the community heritage. The "House Stories" series is believed to be unique in concept. The award brings the concept of using local public cable television by Historical Commissions to the attention of national historical

preservation organizations. The House Stories series is broadcast on The Needham Channel cable TV and are also available as DVDs.

NEEDHAM PUBLIC LIBRARY



Doherty, Thomas M. Harkins, Margaret L. Pantridge, Gregory J. Shesko, Carol J. Thomas

The Board of Library Trustees derives its authority from Massachusetts General Laws, Chapter 78, Sections 10 and 11, and the Needham Town Charter Part 3, Section 19. In conjunction with its Strategic Plan, the Board of Library Trustees has adopted the following Vision and Mission Statements.

VISION STATEMENT

The Needham Free Public Library will provide the community with access to resources to support its users' evolving educational, intellectual, recreational, and cultural needs. The library will provide an open environment for interaction among people of all ages, interests, and abilities.

MISSION STATEMENT

The Needham Free Public Library is committed to:

- Providing resources and technology to support library users in obtaining the information they seek
- Promoting collaboration, cultural awareness and understanding among individual users and community groups in the community it serves
- Fostering an environment that stimulates imagination and learning

LIBRARY STAFF

Ann C. MacFate, Director; Dana Mastroianni, Assistant Director; April E. Asquith, Reference Supervisor; Diane T. Browne, Technical Services Supervisor; Paula A. Dugan, Children's Supervisor; Danielle Tawa, Technology Specialist Archivist; Gay Ellen Denmett, Reference Librarian Program Specialist; Stefanie I. Aucoin, Reference Librarian AV Specialist; Deborah A. Lovett, Circulation Supervisor; Carolin S. Davis, Assistant Children's Librarian; Manuela R. LaCount, Assistant Cataloger; Karen H. Donaghey, Library Assistant; LuAnn M. Caron-Leslie, Library Assistant **Part-Time Reference Staff** - Jeffrey R. Arnold, Sarah N. Breen, Anne M. Cummings, Leigh R. Rudikoff **Part-Time Children's Staff** - Elise R. Katz, Veronica L. McCarthy, Diane L. Shetler, Caren M. Tolleth **Part-Time Administrative Assistant** - Jenna A. White **Part-Time Library Assistants** - Erin G. Bassett, Sandra J. Bedigan, Abigail L. Bilbrey, Annalisa Bishop, Charlotte R. Buxton, Judith G. Johnson, Janet S. Krawiecki, James Lawrence-Archer, Cheryl Miller Smith, Christine M. Moynihan, Deborah J. Reardon, Janet B. Scherrer, Nancy D. Teich, Joan P. True, Lisa M. Vergara **Custodial Staff** - Angel R. Lopez, Raymond B. Cranton, Howard R. Egerton

FY15 HIGHLIGHTS

JULY

- 243 children participated in the Summer Reading Clubs.

- The Library Foundation of Needham installed two Little Library Boxes, one at Greene's Field and the other at Avery Square.
- The library added the magazine database *Zinio*, so that borrowers would be able to download a variety of popular magazines.

SEPTEMBER

- Popular lecturer Dr. Gary Hylander returned with a new series *Becoming America, 1776-1800*.
- The afternoon and evening book discussion groups resumed, with the afternoon group reading *The Greater Journey: Americans in Paris* by David McCullough and the evening group reading *The Boys in the Boat: Nine Americans and their Epic Quest for Gold at the 1936 Berlin Olympics* by Daniel James Brown.
- Library staffers Dana Mastroianni and April Asquith presented the first of many classes on computer use to the seniors at the Center at the Heights.
- The Friends of the Needham Public Library held a successful fall book sale.

OCTOBER

- Needham lecturer Bob Begin presented a program on the legendary Lawrence of Arabia.
- The library launched a Facebook Page.
- The Friends of the Needham Public Library purchased two AWE Early Literacy Stations for the Children's Room.
- State Senator Richard Ross toured the library building and discussed library financing with several trustees and the library director, as part of his district "Listening Tour."



NOVEMBER

- Needham author and Library Trustee Rose Doherty introduced an appreciative audience to her new book, *Katharine Gibbs: Beyond White Gloves*.
- WCVB-TV Meteorologist Danielle Vollmer presented a multimedia program on storms and how to make weather forecasts to an enthralled elementary school audience.

DECEMBER

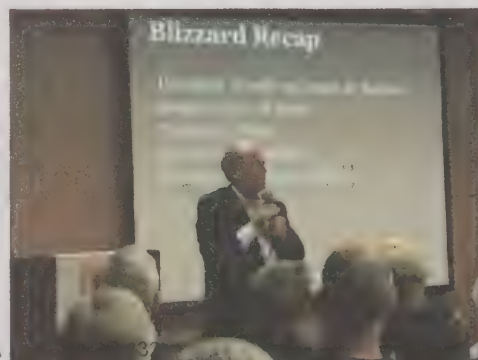
- The Massachusetts Board of Library Commissioners certified the library for FY15.

JANUARY

- National Weather Service Forecaster Eleanor Talbot presented the first program in the 2015 McIver Lecture Series—Whither the Weather.

MARCH

- David Volante presented, *Getting Ready for Spring*, the inaugural event of the library's *Nature Talks* program, supported by the Friends of the Needham Public Library and the Library Foundation of Needham.



- WCVB-TV Weatherman Harvey Leonard discussed his life forecasting and covering New England's famously fickle weather in the concluding McIver Series lecture.
- Young Sprouts, an offshoot of the *Nature Talks* program, studied seedlings.
- Installed Cybrarian, a time and print management system for the public computers.
- "For the Love of Food: A Cookbook Club for Foodies" was formed.



APRIL

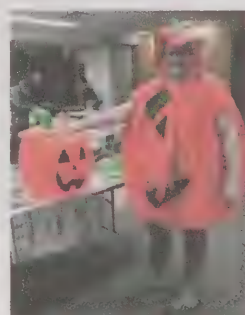
- More than 2,900 people enjoyed the more than fifty pieces of art in mixed mediums (presented by talented Needham High School students) and the accompanying fantastic floral interpretations (presented by members of the Temple Beth Shalom Garden Club, the Needham Garden Club, and the Kalmia Garden Club) at the annual Needham Art in Bloom show.

MAY

- Established a Library *Pinterest* page

JUNE

- For the third year in a row, the library was a net-lender in the Minuteman Library Network. In FY15 the library loaned 63,120 items to other libraries, while receiving 60,595 items for use by Needham borrowers.
- The library trustees voted to purchase new library banners for the lampposts in both Needham Center and Needham Heights.
- In FY15 use of downloadable books increased by 44.5% and use of downloadable music increased by 204%.



FY16 FORECAST

The library trustees will adopt a new, forward-looking Strategic Plan. Use of downloadable books, magazines, and music will continue to increase; however, use of print materials will continue to remain as the most popular library service.

DONATIONS TO THE LIBRARY

During FY15, forty-five people volunteered 1,434 hours of service to the library. Volunteers mended the library's books, placed barcodes on the front of materials, filed reserved items on the shelves at the Circulation Desk, dusted and straightened the library's shelves, and put returned materials back on the shelves. In addition, the Library Trustees, Friends of the Library, and the Library Foundation of Needham worked many hours presenting programs, book sales, and other special events. The Friends of the Library donated more than \$50,000 to the library during the fiscal year. This includes both cash gifts and direct payments for items. Friends' donations paid for subscriptions to international magazines; museum passes; adult and children's library programs; reference books; playaways; DVDs; audio books; children's books; travel books; law books; business books; funding for children's craft programs; the *Universal Class* database, and young adult books, graphic novels, audiobooks, and playaways. The Library Foundation of Needham provided funds for many of the library's programs, purchases for the audiovisual

collection, a pass to the Danforth Museum and a pass to the Concord Museum. The Needham Garden Club supplied weekly flower and plant arrangements for the library’s lobby, purchased the pass to the Garden in the Woods, and maintained planters in the main entrance lobby and at the Highland Avenue entrance. The Lions’ Club donated funds for the purchase of books for the library’s Large Print Collection. The Quinobequin Quilters provided the library with a pass to the Quilt Museum. The Massachusetts Department of Conservation and Recreation gave the library a Massachusetts ParksPass to the State’s parks. Other people, clubs, groups, and organizations that made significant donations to the library in FY15 include:

- Project VAN (Volunteers Around Needham)
- Needham High School Community Classroom Program
- The Needham High School Anime Club
- Needham Pediatrics (in honor of retiring Dr. Norman Rosin)



Thank you to the many individuals who displayed their paintings and pictures in the Friends’ Gallery and showed their handicraft work in the library’s display cases. You provided everyone with a visual feast. Thank you also to the many individuals who made memorial and honoring donations to the library during FY15. The Trustees and staff are grateful to everyone who made a donation to the library. You enrich the library’s collections, as well as the lives of the people of Needham.

	FY13	FY14	FY15
Memorials and Cash Donations	\$64,203	\$63,452	\$43,015
<i>Value of books, videos, etc. donated</i>	<i>\$ 4,285</i>	<i>\$ 7,176</i>	<i>\$ 5,342</i>

DEPARTMENTAL STATISTICS

	FY13	FY14	FY15
<i>Adult Department:</i>			
Circulation (books, DVDs, CDs, periodicals, ebooks, eperiodicals, emusic)	307,209	300,691	302,867
Items loaned to other libraries	68,448	67,779	63,120
Items borrowed from other libraries	61,865	62,979	60,595
Total money returned to Town from fines, fees, lost books, etc.	\$57,532	\$54,375	\$54,350

Reference Department:

Reference questions answered	17,575	17,680	17,974
Directional questions answered	3,935	3,669	4,133
Number of people using Genealogy Room	106	76	64
Number of people using Study Rooms	5,979	5,011	5,252
Remote Access	246,493	187,105	261,555

Children's Department:

Circulation (books, DVDs, CDs, periodicals)	235,060	225,107	210,600
Reference questions answered	11,926	12,978	12,048
Story times and other programs	294	337	368
Attendance at programs	12,276	13,029	12,078

Catalog Department:

Adult books added to collection	8,187	7,476	7,185
Adult books withdrawn	6,674	8,881	10,387
Children's books added to collection	3,349	3,696	2,596
Children's books withdrawn	2,489	2,418	4,404
Audio items added	1,628	1,692	1,487
Audio items withdrawn	731	279	427
Visual items added	1,703	2,192	1,641
Visual items withdrawn	671	1,264	1,451
Total Collection	177,019	179,135	174,979

MISCELLANEOUS STATISTICS:

Number of registered borrowers	18,478	18,439	19,103
Total hours open	3,270	3,348	3,328
Attendance	360,287	349,478	342,488
Number of Community Room Bookings	573	509	489

NEEDHAM HOUSING AUTHORITY

NEEDHAM HOUSING COMMISSIONERS: Peter Pingitore,

Reginald C. Foster, Governor's Appointee, William DeBear, Andrew L. Cohen, Scott Brightman

NEEDHAM HOUSING AUTHORITY STAFF: Executive Director - Debra Jordan, Assistant Executive

Director - Paul Dumouchel, Director of Leased Housing - Patricia Edmond,

Office Manager - Sandra Amour, Bookkeeper - Carol Capone, Resident Services Coordinator - Penny

Kirk, Receptionist - Marie Celestin MAINTENANCE STAFF: Facilities & Maintenance Manager - Gary

Kuphal, Maintenance Foreman - Bryan Trundle, Maintenance Mechanic - Dan Mann, Maintenance

Mechanic - Al Conti

Needham Housing Authority's mission is to provide decent, safe and affordable housing for low

to moderate income families and individuals and to offer programs and resources to improve the quality of life for residents, program participants and the broader Needham community while respecting the rights and privacy of all. For over 65 years, the Authority has faithfully served the town of Needham by administering State and Federal aided housing programs that provide affordable and low income housing opportunities for Needham's elderly, disabled, and family populations.

The Authority owns and/or manages 436 units of affordable housing distributed as follows within the town of Needham:

Units	Program	Location	Bedroom size
152	State (Ch.667) Elderly/disabled	Linden & Chambers Street	1 BR
8	State (Ch.689) Special Needs	1415 Great Plain Avenue	1 BR
46	Federal Elderly/disabled	Seabeds Way	1 BR
30	Federal Family	Captain Robert Cook Drive	2, 3 & 4 BR
60	Federal Family	High Rock Estates	2 & 3 BR
20	Project-Based Vouchers-Sect. 8	High Rock Homes (Rentals)	2 & 3 BR
20	Mixed Finance	High Rock Townhomes Homeownership-Condo	2 & 3 BR
100	Federal Section 8	Housing Choice Vouchers	Scattered in private housing

Needham Housing Authority provides executive and management services to Wellesley Housing Authority through a management agreement. Wellesley Housing Authority owns and/or manages 235 units of state subsidized family and elderly housing, and has 11 federal Section 8 vouchers.

Oversight of Needham Housing Authority is provided by the following five members of the NHA Board of Commissioners all of whom are residents of Needham. Four of the NHA Commissioners are elected by the Town and one Commissioner is appointed by the Governor. The commissioners' service expires in the following manner:

	Office	Term expires
Peter Pingitore	Chair	April 2020
Reginald C. Foster, Governor's Appointee	Vice Chair	May 2016
William DeBear	Commissioner	April 2016
Andrew L. Cohen	Commissioner	April 2018
Scott Brightman	Treasurer	April 2019

The Authority remains committed to providing high quality maintenance, property management, and resident services in order to serve its clients and preserve the existing housing stock as a

public resource for decades to come. Staff members regularly attend seminars and training programs to enhance their professional effectiveness.

BUDGET DATA

Needham Housing Authority maintains separate budgets for each of its programs. Monthly rent receipts are the major source of funding for the Authority. Additional operating and capital improvement subsidies are provided through the Department of Housing and Urban Development for the federal programs and the Massachusetts Department of Housing and Community Development (DHCD) for the state programs.

The Authority receives no Town of Needham money for its continued operation and is not part of the Town's budget. Under a management agreement with Wellesley Housing Authority, Needham Housing Authority collects a monthly management fee for the administration and oversight of its programs and properties.

The annual budget of Needham Housing Authority is a public record and is available for review at the Authority's office at 28 Captain Robert Cook Drive, Needham. The latest audit was completed for FYE December 2014 and was performed by Guyder Hurley, Certified Public Accountants.

FY15 HIGHLIGHTS

- Seabeds Way senior housing complex sustained significant damage due to the historic winter weather. This situation was covered extensively by local media. Ice dams caused water infiltration and leaks that impacted all 46 units, as well as the siding, roofs and decks of all buildings. As repairs got underway, more damage was discovered and some construction defects were found. Remediation and repair work began in early spring 2015 and continued throughout the year. Roofs, siding, and some windows have been replaced. Insulation has been added and emergency and common area lights and signs upgraded. The work was divided into phases because of the timing of funding. Multiple funding sources, including insurance proceeds, HUD emergency and capital funds, and project reserves are presently being utilized to fund these repairs and reconstruction. Additional work is planned for 2016 to fully restore the buildings if funding is available. NHA has applied for Community Preservation Act funds.
- Through an energy conservation program, we received a new supply of energy efficient lightbulbs for our state properties.
- The Housing Authority renovated a water damaged unit at 158 Linden Street and replaced roofs at four Linden Street buildings with funds from the state 2015 Formula Funding Award.
- Additional capital improvement projects included paving and sidewalk repair at Chambers Street with funds obtained by the 2015 Health and Safety Award from DHCD.

WAIT LIST

- The average wait time for a one bedroom unit is one to two years; the two and three bedroom list is closed, and the wait for four bedrooms is over 5 years.

PERSONNEL

- Paul Dumouchel was hired as Assistant Executive Director in March of 2015.
- Gary Kuphal was hired as Facilities and Maintenance Manager in June of 2015.
- Bruce Loewen left his position as Maintenance Mechanic to pursue other opportunities.
- The Housing Authority entered into a first contract with the Public Employees Local Union 272, Laborers International Union of North America, which represents both the maintenance and administrative staff.

HIGH ROCK ESTATES

The High Rock Estates family housing consists of 60 single family homes located on Fairview St., Memorial Circle, Yurick Rd., Murphy Rd., and Linden St. The homes are part of the federal portfolio and are subsidized through the Department of Housing and Urban Development.

LINDEN/CHAMBERS STREET SENIOR HOUSING

The Linden/Chambers senior housing complex continues to provide conveniently located, affordable housing options for seniors and disabled individuals. The Board of Commissioners continues to explore the feasibility of redeveloping this community and replacing the current units with modern, one bedroom apartments with increased accessibility for disabled residents.

Care Connections, a cooperative venture with Springwell and Needham Housing Authority provides support for senior and disabled residents who require a little assistance with their activities of daily living. Springwell provides two overnight on-site personnel for urgent care at Linden/Chambers. An additional full-time care coordinator works with residents and sets up services such as homemaking, transportation, medication reminders, at-home meal delivery and other available community services. The costs for these resident services are income and need based and are provided to residents on a sliding scale.

Needham Housing Authority is pleased that this option exists for Needham residents and we remain committed to helping our senior residents live independently for as long as possible. Interested seniors or families of seniors may request an application for housing by contacting Needham Housing Authority management office at 781-444-3011.

CAPTAIN ROBERT COOK DRIVE AND SEABEDS WAY

Captain Robert Cook Drive is a family complex, which receives funding from the Department of Housing and Urban Development. Upgrades this year included improvements to the playground area. Seabeds Way, a senior complex, funded by the Department of Housing and Urban Development, suffered significant winter damage, and has been under reconstruction throughout the year. Residents remained in place during reconstruction. Annual federal capital funds and an emergency capital fund grant were used to partially fund the repairs.

COMMUNITY PARTNERSHIPS

The Authority works in collaboration with many local organizations and businesses including Needham Community Council, Cradles to Crayons, Toys for Tots, Needham High School, Babson College, Olin College, Noble and Greenough School, Needham Parks and Recreation Department, the Linux Club, and the Kalmia Club, and several churches and synagogues. These important partnerships provide residents with additional services and opportunities.

RESIDENT SERVICES

Our Resident Services Coordinator assists families and seniors residing in our communities by connecting them to area service agencies and resources. Penny Kirk, Resident Service Coordinator, works closely with the Needham School Department coordinating the school curriculum with the After School Program provided at the Cook's Drive Community Room. Student volunteers from Babson College, Needham High School, and Noble and Greenough School come to the program four days per week. Generous donations from Needham Bank, Dedham Bank, Needham Women's Club, Roche Brothers, and Muzi Motors provide some of the funding for this program. Trader Joe's provides free fruit and vegetables. Residents of Seabeds Way also benefit from the Trader Joe's donations. Cradles to Crayons, Toys for Tots and Backpack Basics are organizations that provide clothing and books, holiday toys and back to school backpacks. Occasional parties and entertainment are provided at the Chambers and Seabeds Community Rooms. The Police organize an annual cookout for the Captain Robert Cook Drive family neighborhood.

CONTACT INFORMATION

The administrative office is located at 28 Captain Robert Cook Drive in Needham. You may contact NHA staff by phone at 781-444-3011 or by email: NeedhamNHA@aol.com. The office is open Monday through Friday from 8:00 A.M. until 4:00 P.M.

PARK AND RECREATION

PARK AND RECREATION COMMISSION: David C. DiCicco, Chairman; Matthew M. Toolan, Vice Chairman; Cynthia J. Chaston, Member; Christopher J. Gerstel, Member; Michael J. Retzky, Member

STAFF: Patricia M. Carey, Director; Robyn Fink, Assistant Director; Brendan Croak, Recreation Supervisor; Kristen Wright, Administrative Specialist

PURPOSE

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

- Provides balanced, year-round recreation programming and leisure services for all ages.
- Serves as steward of over 300 acres of public parkland including the Town Forest; and schedules recreation and athletic facilities.
- Manages Rosemary Pool and Lake as the principal aquatic recreation facility.
- Provides long-range open space and recreation planning.
- Coordinates and provides support services for many community organizations.
- Provides youth leadership training and volunteer resource development.

The five members of the Park and Recreation Commission are elected to three-year terms. The Commission typically meets on the second and fourth Mondays of each month.

FY15 HIGHLIGHTS

The benefits of Park and Recreation services, in communities across the country, are endless, and the Needham Park and Recreation Commission is proud of the partnerships it has developed with many in the Town to enhance the lives of all Needham residents.

The National Recreation and Park Association has conducted research on three core principles that include *Conservation*: protecting open space, connecting children to nature, and engaging communities in conservation practices; *Health and Wellness*: leading the community to improved health and wellness through parks and recreation; and *Social Equity*: ensuring all people have access to the benefits of parks and recreation. Needham Park and Recreation continues to strive to meet these three pillars through services, programs and facilities.

ECONOMIC BENEFITS

- Commission waived Summer Program and Rosemary Pool fees of over \$28,000 for Needham individuals and families in need of assistance, to enable all to have access to recreation and leisure activities, a slight decrease from prior years;
- Commission generated almost \$268,000 in revenue that was deposited into the Town's General Fund;
- Department offered programs through the use of a revolving fund fees, generating more than \$280,000 in revenue for the cost of running those programs, and fee-based services, including Field Maintenance and Athletic Field lights fees;
- Commission conducted annual review of program fees, ensuring that all direct costs were covered by the fees paid by residents who participate in programs;
- Assisted with field maintenance projects financed through Field Maintenance Fee, paid by groups using town-owned athletic fields, allowing the DPW Parks and Forestry Division to reduce the damage to fields from overuse. More than \$66,000 was collected, which was an increase from prior years due to the increase in the Field Maintenance Fee effective January 2014. In addition, fees charged for organizations holding clinics on athletic fields generated more than \$22,000;
- Louise Condon Realty, Needham Exchange Club, Dedham Institute for Savings Bank, Middlesex Savings Bank, Tom Nutile Band, and many Needham residents donated funds in support of the 2015 summer Arts in the Parks concert series;
- Town Meeting continued to support the Athletic Facility Improvement Fund to prepare for future capital improvements on athletic fields and the Memorial Park building, and the balance after May 2015 Town Meeting was just under \$2 million;
- Director served as staff liaison to the Community Preservation Committee;
- Projects funded from Community Preservation Funds in FY15 include the design funds for a new Rosemary Pool and building; construction funds for revitalized Eastman trail and athletic fields at Newman; construction funds for site improvements at Mills Field; design funds for revitalized boat launch to Charles River on South Street at Dedham Avenue; and construction funds for the new rail trail;
- Director spoke at a hearing at the State House in support of Community Preservation funding for recreation projects. Director served on a panel at the annual MA Municipal Association to provide input on the benefits of CPA funds.

COMMUNITY BENEFITS

- Final design plans for the rail trail were developed with DPW Engineering. The Bay Colony Rail Trail Association continued to fundraise and donated funds towards the cost of construction. Rep. Garlick coordinated construction funds through MA Department of Transportation. An application for a state trails grant was submitted, with the hope of receiving funds in FY'16. In the Spring of 2015, the rails and ties were removed from the route, and the area informally graded to begin use of the trail. Construction of the completed trail is anticipated in Fall 2015;
- BETA was hired to design a renovated all-person trail around the Needham Reservoir on Dedham Avenue. Public meetings were held for input at the initial phase of design, and after the major design concepts were developed. The Needham Commission on Disabilities provided input on the design plans. The project will go into permitting in FY16 and it is hoped that construction funds will be available in FY17;
- Weston and Sampson was hired to design improvements to the athletic fields at Newman and the Eastman trail at Newman. CPA funds for construction were approved at May 2015 Annual Town Meeting, and the project will begin in early FY16;
- Continued to work with the MWRA on the creation of a pedestrian path along the two sections of the Sudbury Aqueduct in Needham;
- Discussions continued on the future of Rosemary Pool and the possible year-round uses of the building and site. Initial design funds were awarded at May 2015 from CPA funds. It is anticipated a design consultant will be hired in Summer 2015 to move the project forward, with an anticipated new pool in Summer 2018. The Chairman of the Commission presented an update on the project at the Needham Heights Association;
- Participated in the Town-Wide Facilities Study project, insuring that recreation and park facilities were featured in the long-term plan;
- Part-time playground maintenance specialist was hired to perform weekly maintenance tasks at each site;
- Youth Services' Project Van provided a summer carnival day at Cricketeer Adventure program, and worked on a park clean-up project at Perry Park with DPW Parks and Forestry;
- Held Field Scheduling Summits, with sport league officials for thirteenth year, regarding annual use of athletic fields, and continued long-term project on working with leagues to revise field scheduling policies to relieve overuse of fields and to benefit participants;
- Celebrated the contributions of the DPW to Park and Recreation facilities and projects with "Touch the Trucks," an annual community event;
- Discussions began on transferring the middle school Youth Center program from the Health Department to Park and Recreation;
- Small repair projects were done at the Cricket building and Ridge Hill garage, including replacement of overhead doors, to insure their safety for on-going use as summer program sites;
- Worked with resident sponsored committee studying the concept of a community center.

ENVIRONMENTAL BENEFITS

- Director served on Town's Integrated Pest Management (IPM) Committee with the Town Manager, Parks and Forestry Superintendent, Health Director, Conservation Agent, and Supervisor of Custodians, assisting with enforcement of IPM Plan and Child Safety Act;

- Continued implementation of goals in Open Space and Recreation Plan, and have funds to begin an update of the Plan;
- Assistant Director serves as Trails Coordinator, assisting boards with jurisdiction over Needham's trails;
- Seventeen Trails Stewards regularly walk designated sections of trails at eight locations, assisting with light maintenance and reporting issues to Trails Coordinator;
- Assistant Director coordinated park and trail clean-up projects in the spring and fall, with more than 2,000 pounds of trash picked up, and works with community groups to do clean-up projects throughout the year;
- Trash left behind at parks, athletic fields, school sites, tennis courts, playgrounds and trails continues to be a discussion, and educational campaigns continue to encourage residents to pick-up trash at any of these sites. Director worked with RTS Director to gather additional information on solar compacted trash receptacles;
- Continued implementation of projects listed in completed Trails Master Plan;
- Assisted MA Division of Conservation and Recreation with final design plans to improve recreation path from Highland Avenue to 4th Avenue, parallel to the Charles River;
- Director and five colleagues were invited to meet with the incoming Secretary of Energy and Environmental Affairs at the State House, as he prepared for his new role and sought to understand the collaboration between municipal recreation and park departments as the state;

PERSONAL BENEFITS

- Department is part of national campaign to get "Kids into Nature." More than 100,000 annual hours have been tracked at Park and Recreation sponsored programs;
- Extra emphasis has been placed on focusing on fitness in Park and Recreation programs, as well as insuring that nature is incorporated or featured in programs;
- Participated in discussions with Board of Health and Health Department on concussion awareness and possible regulations for coaches participating in concussion awareness training. Youth sports organizations were involved in discussions;
- Free trail walks were held at proposed rail trail, proposed Aqueduct trail, Rosemary trail, Eastman trail, and Town Forest. A special Tykes Hike was held at Reservoir;
- Worked on concept with DPW to improve safety of parking lot at DeFazio Park;
- Welcomed the Needham Library Foundation's donation of a Little Free Library Box at Perry Park, in addition to the one already located at Greene's Field, providing reading material at the park for children;
- Held successful annual Spooky Walk in collaboration with Needham Business Association and annual Fishing Derby at the Reservoir with the support of local fishing organizations;
- Assistant Director worked with YMCA and Youth Services on annual "Needham Unplugged", including one family night without homework, meetings or events;
- Director joined Needham Baseball and Softball, and other youth sports programs, at an introductory meeting with the Positive Coaching Alliance;
- Director, Assistant Director and Recreation Supervisor attended workshops and seminars, including bringing children back into nature; social media; playground safety and ADA requirements; the concerns related to overweight children and obesity; harassment and bullying; the study of youth sports; integrated pest management; customer service; safe pool operations; creative programming; funding resources; and training of staff.

NORFOLK COUNTY REGISTRY OF DEEDS

*William P. O'Donnell, Register
649 High St., Dedham, MA 02026*

The Registry of Deeds is the principle office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It is a primary and indispensable resource for title examiners, mortgage lenders, municipalities, homeowners, and other individuals with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell. In continuous operation for more than two hundred years, the Registry's mission has remained the same; to maintain and provide for accurate, reliable and accessible land records to all residents and businesses of Norfolk County.

FY2015 REGISTRY ACHIEVEMENTS

- Register William P. O'Donnell and his staff continue their direct outreach to town halls, senior centers and civic groups across Norfolk County to provide Registry services. Register O'Donnell held office hours at Needham Town Hall on January 8, 2015.
- The Registry of Deeds newly renovated full service telephone and walk-in Customer Service and Copy Center continues to provide residents and businesses with quality service in all areas of Registry operations.
- Electronic recording continues to expand with 33,701 documents recorded electronically and 3.8 million in recording fees collected in FY 2015.
- The internet library of images, accessible to the public through the Registry of Deeds' online research system at www.norfolkdeeds.org continues to expand. Today all documents dating back to the first ones recorded in 1793 - are available for viewing.
- This year numerous technological improvements were implemented including upgrades to the registry server and network infrastructure. The Registry's website www.norfolkdeeds.org is routinely updated and enhanced to include the latest resources such as real estate statistics and news, answers to frequently asked questions and the newest consumer programs available to the public.
- Continued improvements to the physical and structural appearance of the historic Registry Building built in 1903, highlighted by the installation of a new phone system throughout the facility, along with additional shelving units to meet future document storage demands.
- Register O'Donnell hosted several free computer seminars at the Registry to provide hands-on-training to the public, including trade groups, on how to access land record information using the Registry's new website technology.

NEEDHAM REAL ESTATE ACTIVITY REPORT JULY 1, 2014 – JUNE 30, 2015

During FY 2015, real estate activity in Needham saw increases in total sales volume and average sales price.

There was a 9% increase in documents recorded at the Norfolk County Registry of Deeds for Needham in FY 2015, resulting in an increase of 575 documents from 6,572 to 7,147.

The total volume of real estate sales in Needham during FY 2015 was \$853,021,138 an 85% increase from FY 2014. The average sale price of homes and commercial property was up 79% in Needham during the same time period. The average sale was \$1,507,104. These numbers were impacted by a small number of commercial sales including the \$133 million sale of Needham Crossing/Center 128 that took place on June 23, 2015.

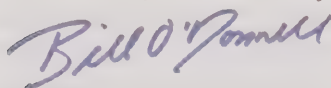
The number of mortgages recorded (1,742) on Needham properties in FY 2015 was up by 22% from the previous fiscal year. Total mortgage indebtedness increased 17% to \$993,472,167 during the same period.

There was 1 foreclosure deed filed in Needham during FY 2015, compared to 2 foreclosure deed filings in FY 2014.

Homestead activity decreased by 9% in Needham during FY 2015 with 668 homesteads filed compared to 614 in FY 2014.

Finally, our objective at the Registry will always be to maintain, secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Respectfully submitted by,



William P. O'Donnell
Norfolk County Register of Deeds



METROPOLITAN AREA PLANNING COUNCIL

2015: A YEAR OF COLLABORATION, ENGAGEMENT AND VISIONING

In 2015, MAPC set into motion a new, five-year Strategic Plan to further *MetroFuture: Making a Greater Boston Region*, the agency's regional plan for our 101 member cities and towns. Building on the successes of this past year, we are poised to lead the region in furthering our core planning work in 2016, from smart growth to social equity, climate change adaptation, regional collaboration and beyond.

A number of critically important region-wide plans achieved completion in 2015, including the statewide Food Policy Plan, our Regional Climate Change Adaptation Strategy, and our Regional Housing Plan and Fair Housing and Equity Assessment, both key products from the multi-year Sustainable Communities planning grant. We also advanced three new, major work areas: master planning, climate resiliency, and civic engagement – critical initiatives for our cities and towns. Our work was recognized by several national organizations this year, as well as by public and private organizations that are committed to supporting our efforts to create a more just, vibrant and livable region. We are honored to continue making Metro Boston a national model and regional resource on smart growth and inter-local coordination.

Join us online at www.mapc.org and on Twitter @MAPCMetroBoston if you'd like to get involved.

HIGHLIGHTS OF OUR WORK

Smart Growth

As the regional planning agency for Greater Boston, MAPC works to improve Metro Boston's livability – its prosperity, safety, health, resilience, and equity. A key way we do that is with a wide range of direct services to our municipalities, tailored to each community's unique needs and character.

In our second year implementing MAPC's new Strategic Plan, we are engaging with even more municipalities to do larger and more comprehensive **master plan projects**, in such places as Ashland, Boxborough, Cohasset, Hanover, Melrose, Revere, Swampscott and Woburn, while starting and continuing downtown visioning projects in Stoneham and Natick and beyond. On the local and neighborhood level, we are engaged in economic development projects with Reading, Southeast Framingham, the Chelsea waterfront and planned Silver Line expansion corridor, along Route 1 in Foxborough, in the Newton-Needham innovation district, and on Route 9 in Wellesley, with more projects to come.

This year, we also continued to place particular emphasis on empowering cities and towns to develop **Complete Streets**, which are roadways that are designed for everyone: safe, convenient and accessible for pedestrians, cyclists, transit users and motorists, and comfortable and barrier-free for people of every age and mobility level.

Thanks in large part to our foundational work last year in helping municipalities to pass Complete Streets policies, which ensure that roads are inclusively designed, constructed,

refurbished and maintained, this year we saw many cities and towns take up the work themselves, using the strong templates developed by MAPC in recent years and building on the momentum of Complete Streets' wider acceptance as a best practice in design. This year, to varying degrees, we worked with Ashland, Beverly, Framingham, Lynn, Norwell and Weymouth to get Complete Streets policies crafted at the local level, and we look forward to helping even more cities and towns do so during this year and after.

Parking is a critical link between land use and transportation, and parking policies have a tremendous effect on transportation choices and the built environment. **Effective parking strategies** can also help cities and towns meet their goals around affordable housing, reducing pollution, improving residents' health and attracting good development. MAPC assists communities in turning parking challenges into assets. This year, one of the biggest parking projects we undertook happened in Downtown Malden, which is poised for transformative change with the redevelopment of City Hall and police headquarters across from the Malden Center MBTA station, where the city has already permitted hundreds of new units of housing and ground-floor retail. Our team undertook a comprehensive study and produced an engaging action plan after surveying hundreds of residents, city employees, businesses and downtown patrons. Updates in pricing, enforcement and signage are already happening thanks to MAPC's recommendations, with more changes coming over the next year or two. We hope that our approach to the Malden project can be replicated in future parking studies across the MAPC region.

When it comes to transportation planning, MAPC advocates for a system that supports concentrated development in areas with existing infrastructure over investments that encourage sprawl. To that end, MAPC helped develop the Boston Region Metropolitan Planning Organization's (MPO) **Long Range Transportation Plan** in 2015, which identifies goals and objectives for the transportation system from 2015 to 2040, and also sets funding priorities. The greatest change the MPO made in this recent Long Range Transportation Plan is to focus more of the region's federal highway funding on roadway projects that preserve existing infrastructure, increase safety, encourage complete streets and support walking and biking, over increased highway capacity or expansion. Find out more about the MPO and Long Range Transportation Plan at www.ctps.org/lrtp.

In Framingham, our staff worked with the Massachusetts Department of Transportation to develop a roadmap for bringing additional investment to the downtown area. Throughout the process, we relied heavily on **community engagement** techniques such as public forums, downtown business tours in partnership with local employers and community groups, social media, outreach to houses of worship, in-person canvassing, interviews on local cable access as well as Portuguese-language radio, and distributing flyers to families via the schools -- helping to increase participation and ensuring that often-disenfranchised and under-represented groups such as parents, non-English speakers, lower-income residents, youth and the elderly were able to have a voice in the planning process. In the Fall of 2015, the zoning recommendations made by MAPC were approved at Town Meeting, paving the way for much of the vision crafted in the project. Learn more at www.mapc.org/framinghamTOD.

We are hoping the zoning successes and inclusive civic engagement approaches used in Framingham can serve as a model for other **transit-oriented development** (TOD) projects in the year ahead, from Braintree to Natick Center and Dedham's Corporate Center station area.

In response to widespread demand for innovative strategies to improve traffic and commuting in the region, MAPC and MassCommute co-hosted a breakfast forum in October on **Transportation Demand Management**. Municipal leaders and employers gathered to discuss ways of working together on reducing congestion and improving our area's ability to attract and retain a competitive workforce through better transportation options. Staff from MAPC and MassCommute presented findings from two new research papers on transportation demand management. Visit www.mapc.org/tdm to view case studies and presentations from the forum.

In our ever-growing Public Health practice area, our team continues to bring the "photovoice" approach to **placemaking** opportunities, most recently in East Boston. There, we have partnered with NOAH, the Neighborhood of Affordable Housing, to work with both youth and adults in the Eagle Hill neighborhood, where the community is seeking ways to slow down speeding vehicles and make intersections safer for those walking and bicycling.

The public health team is also working with the Lynn Health Department and the Lynn Housing Authority on a **smoke-free housing** initiative, working with residents and stakeholders in rolling out the new policy. The work, supported by a Prevention and Wellness Trust Fund grant given to the City of Lynn, aims to reduce health care costs through prevention, and the new smoke-free housing policy is expected to reduce chronic diseases like asthma and tobacco-related deaths.

As part of our Plan4Health grant, MAPC is working north of Boston to improve the distribution of **healthy foods in corner stores** and to promote "healthy checkout aisles" in grocery markets. Project partners include the Massachusetts Public Health Association, the Massachusetts Chapter of the American Planning Association, and Mass in Motion and Wellness coalitions in Cambridge, Somerville, Malden, Melrose-Wakefield, Everett and Medford. Read more about our public health work and our "health in all policies" approach to planning work at <http://www.mapc.org/public-health>.

In December, MAPC, the Massachusetts Department of Agricultural Resources (MDAR) and the Massachusetts Food Policy Council put the finishing touches on the state's first comprehensive food system plan since 1974. Working in collaboration with the Pioneer Valley Planning Commission, the Franklin Regional Council of Governments and the Massachusetts Workforce Alliance, our food plan team published the "**Massachusetts Local Food Action Plan**" in late 2015 with input from hundreds of stakeholders across the food system, from production to farming, manufacturing, access, wholesale, distribution and beyond. Find the full report -- with recommendations for strengthening the state's agricultural viability, improving access to fresh, local food, and creating a system more able to withstand the stresses related to climate change -- at www.mafoodplan.org.

Across all our work, **climate change planning** is playing an increasingly larger role in local and regional projects. We are responding to the needs of individual communities in addressing the expected effects of climate change, in both seaside and inland communities. For example, we are working with the city of Quincy to develop a Coastal Adaptation Plan, which will examine the impacts of climate change on the natural environment, the city's developed areas, its

infrastructure and coastal areas, its local health, and the economy. The plan will identify strategies to change land use practices that will protect residents, especially the most vulnerable. We are doing similar climate change projections for Scituate and Duxbury. Read more at <http://www.mapc.org/environment>.

In the housing arena, we've had a particularly successful year in both completing long-term research and furthering **fair housing approaches** at the local level. We completed our Regional Housing Plan and Fair Housing and Equity Assessment, both key products from the multi-year Sustainable Communities planning grant, this year; you can read more about them at <http://www.mapc.org/smart-growth/housing>. We also conducted housing analyses for Quincy, Canton, Ashland, Salem, and others in 2015, with several future planned housing production plans throughout the region in 2016. In late 2015, the Maynard Selectmen and Planning Board approved a Housing Production Plan developed by MAPC's housing planners after months of community input and a great change in local opinion from the start of the process. This "win" will serve as an excellent case study for future housing production plans.

This year, MAPC continued to grow and innovate our **Clean Energy** work. One critical new area for us is "green municipal aggregation," a model that brings new additional renewable capacity to the region. The program aggregates the community-wide purchase of electricity – including the city and all commercial and residential customers on basic service, unless they opt out – and leverages this to ensure renewable options are available to the entire region.

In FY15, MAPC developed the first procurement in the state that required renewable energy, with verifiable emissions reductions in addition to price savings. The City of Melrose opted to participate and their aggregation plan was approved in late September, making it likely to go into effect in early 2016. This procurement model has since been replicated in both Dedham and Cambridge, and their aggregation plans should soon follow suit. With the goal of scaling up the work, MAPC released its second aggregation RFP in late 2015, naming Somerville, Newton, Arlington, and Sudbury as participants and crafting it so that any of the 101 MAPC cities and towns will be able to contract with the selected aggregation broker. To learn more, visit www.mapc.org/clean-energy.

This summer, MAPC piloted a notification program to help municipalities engage in "load shedding," which both reduces greenhouse gas emissions and extra capacity charges. The capacity for which municipalities are charged is determined during just a single hour each summer, meaning these charges can constitute as much as 30 percent of municipal electricity costs. As a result, anticipating and then reducing consumption (known as "load shedding") during this short window of time offers an opportunity for significant financial savings. One participant, the Acton-Boxborough Regional School District, employed a real-time energy meter and sustained a 62 percent reduction in usage over 2.5 hours per load shed, translating to 2.1 tonnes of CO2 emissions avoided per shed. 18 municipalities participated in the daily notification program, and MAPC is aware of at least 8 that implemented load sheds on the 5 "highly likely" days. We are expecting to expand the program next year.

MAPC staff worked this year to guide three communities through the lengthy process of attaining Green Communities Designation, opening up those municipalities to around \$500,000 in funding toward local clean energy and energy efficiency projects. The Commonwealth has

designated a total of 155 Green Communities statewide, and they are collectively home to 54% of Massachusetts's population. MAPC will continue working with communities to achieve this status going forward. To learn more about all our energy work, visit www.mapc.org/clean-energy.

Earlier this year, our Clean Energy team and the Metro Mayors Coalition, coordinated by staff in our Government Affairs division, collaborated with state and regional leaders on a **Climate Preparedness Commitment** and launched a related Taskforce with short- and long-term action goals for 2016 and beyond. The group will help build municipal capacity on climate preparedness, take action on urban heat island issues such as reducing asphalt and adding grass and trees, help develop emergency plans for extreme heat days, focus on areas vulnerable to flooding from more frequent and extreme storm events, assist in making major infrastructure like the electrical grid, water and transportation systems more resilient, and protect major food distribution points that are currently vulnerable to climate change. Learn more at <http://www.mapc.org/metro-mayors-coalition>.

Our legislative staff also works each year to shore up support for the Shannon Grant, which works with at-risk youth in cities and towns struggling with gang violence and crime, and to staff the Metro Mayors Coalition, a group of 14 communities whose leaders come together to troubleshoot and share solutions to common problems. This year, the coalition continued to focus on strategies for **reducing gun violence in cities**, policies around ride-share programs such as **Uber and Lyft**, cohesively tackling climate change preparedness, and regionalizing emergency communications.

Zoning reform and housing production are two critical areas of focus for MAPC's Government Affairs team this year and next. Other legislative goals for 2016 will center on creating parking benefit districts and allowing for regional transportation ballot initiatives around the region, as well as the economic development and solar net metering legislation, and ensuring continued stable funding for the Shannon Grant and District Local Technical Assistance (DLTA).

Democratizing data remains a core service MAPC provides to cities, towns, residents, journalists and researchers. After rolling out an enhanced version of the MetroBoston DataCommon in 2015 thanks to continued support from the Barr Foundation, MAPC went on to create a DataCommon for the Central Massachusetts Regional Planning Commission this year, launched officially at the first Central Massachusetts Data Day this summer. View the interactive tool, explore data indicators, and learn more at <http://cmrpc.org/centralmassdatacommon>.

MAPC's Data group is also continually making improvements in usability for the **Development Database** which tracks and forecasts Metro Boston's growth using information about thousands of residential, commercial and mix-use developments, including those planned, in construction and already completed. Much of the data was submitted by local planning staff and enhanced with MAPC research, and provides a unique insight into recent development patterns in the region. The Development Database relies on public contributions to stay up to date and usable as a resource for future planning projects; if you'd like to find out more or register as a user, visit <http://dd.mapc.org>.

Another data resource, our www.housing.ma.gov Portal, puts thousands of housing data points in the hands of municipal leaders, reporters, scholars, and regular citizens, helping stakeholders to plan for the housing needed to create a vibrant and economically competitive Commonwealth. With information from the U.S. Census, local building permits, Zillow, MAPC projections and more, Housing.ma helps users to compare their city and town to neighbors, the region, or the state as a whole, and offers visualizations and context to help navigate the data. Designed for both citizen committees and experts, the portal can save time and precious public resources.

Finally, in addition to these new areas of work, our data staff continues to provide modeling and indicators training nationally, and trains users locally in accessing the latest Census figures and both DataCommon sites. Trainings are offered every month; find the next one at <http://metro.boston.datacommon.org/>.

The state's Executive Office of Public Safety will continue engaging MAPC as fiduciary agent for the **Homeland Security Program** in Massachusetts, giving us oversight of the state's central, northeast, southeast and western Homeland Security regions. We provide management, administrative, and planning support to these four regions and their local advisory councils. We also work with our counterpart regional planning agencies (or RPAs) in those areas, including the Central Massachusetts Regional Planning Commission, Southeastern Regional Planning and Economic Development District, and the Franklin Regional Council of Governments. We look forward to continuing our work with EOPSS and the Homeland Security Regions to enhance emergency preparedness capabilities at the state, regional, and local levels.

The Homeland Security Division has developed and implemented metrics to track our performance in meeting key goals of MAPC's Statewide Homeland Security Fiduciary contracts with EOPSS. Specifically, we are measuring our work in the areas of procurement and vendor payment processing, with the objective of efficiently and effectively completing these tasks. MAPC developed a tracking program for this effort and submits a biannual report to EOPSS outlining the status of these metrics. 97% of the 163 procurements that were conducted during calendar year 2015 were completed within the expected timeframe. 95% of the 189 payments to vendors that have been made in 2015 were within the expected timeframe. We look forward to continuing this metric tracking process in an effort to identify ways in which we can make our workflow even more efficient.

In 2012, NERAC completed the installation of and began using a six link **Microwave Communications System** that serves the major command and control networks for public safety in the Northeast Region, including the Boston Area Police Emergency Radio Network (BAPEREN), Northeast Central Medical Emergency Direction (CMED), and the Fire District 5, 6, 14, and 15 Control Points. This system provides point-to-point voice and data transmissions via a high-frequency signal between telecommunications towers, and replaced existing underground T1 (phone) lines which had to be leased from private telecommunications vendors. This transition from dependence on privately-owned infrastructure that had proven to be very unreliable in recent years to a user owned and operated system has been a tremendous enhancement to public safety communications over the past four years.

As a result of the success of the first six links, NERAC and MAPC's Homeland Security Division have spent the last two years carefully planning and managing the investment of over

\$1 million into “Phase 2” of this system, which consists of six new links that were installed in 2015 at sites in Andover, Boston, Danvers, Middleton, Tewksbury, and Tyngsborough. These new links provide a communications backbone and connection to the Statewide CORE at Boston Police Headquarters for the four Fire District Control Points in the NERAC region, enabling them to seamlessly communicate with each other and serve as backup dispatch locations for each other during emergencies. As each of these Control Points functions as a mutual aid coordination center for fire and EMS resources in 15 or more communities, providing them with these interoperable communications tools will allow them to organize multi-jurisdictional emergency response far more effectively.

Our municipal collaboration team also works to secure cost savings for public works, police, and fire departments across Eastern Massachusetts through our **collective purchasing program**. This year, orders for fire apparatus and ambulances totaled \$31.6 million, or 67 pieces of equipment. On the police and DPW side, total sales numbered \$23 million in 2015, or 526 units ranging from police vehicles to public works trucks.

With funding from the MetroWest Health Foundation, MAPC worked with five police departments in the MetroWest area (Framingham, Holliston, Marlborough, Natick, and Southborough) to secure the appropriate certifications and training to allow police officers to be equipped with naloxone doses while on duty. MAPC has worked to facilitate relationships between these departments and their local pharmacies or medical supply companies to not only purchase **naloxone doses** utilizing this grant funding, but to also explore mechanisms to allow for these doses to be replaced upon use or expiration. Through this initiative, 168 naloxone doses have been procured. Beginning in January 2016, MAPC will build on this work by helping first responders in Metrowest, together with medical and social service partners, develop an effective regional response to the opioid crisis.

MAPC and the City of Cambridge Community Development Department (CDD) partnered in February 2015 to develop post-emergency business continuity and emergency preparedness strategies for small businesses in Cambridge. Emergencies that small businesses face can include anything from a fire or climate-related power outage to a major weather event. To help businesses plan for such circumstances, MAPC and the Cambridge CDD recently held a series of five seminars for small business owners outlining the steps they can take to prepare their business for an emergency and recover quickly after one occurs. These seminars also served to launch the Cambridge CDD Business Emergency Preparedness Website, <http://camb.ma.bizerep>, to the public. This site is a resource for businesses that showcases MAPC’s best practice research and analysis on small business emergency preparedness efforts nationwide. These resources will help businesses prepare and make recovery plans to enable them to survive with minimal loss and/or disruption of productivity following an emergency.

Across all our departments and projects, community engagement is a core facet of our approach planning work. Our staff meets informally over lunch every few weeks to share new engagement strategies and to help one another brainstorm helpful approaches to challenging projects. This year, we also unveiled a public web-based tool at projects.metrofuture.org to visualize the breadth of our work across the region, and to help us showcase the successes of implementing the goals in our regional plan, “MetroFuture.” This “**MetroFuture in Action**” site allows any member of the public to see what MAPC is doing in their community, from housing to place-

making, transportation, zoning, research, policy, outreach, and beyond. Visit this new <http://projects.metrofuture.org> to see what we are doing to implement the regional goals of MetroFuture where you live!

THREE RIVERS INTERLOCAL COUNCIL (TRIC)

The Three Rivers Interlocal Council (TRIC) is an independent membership organization within the Metropolitan Area Planning Council comprised of thirteen communities southwest of Boston. Sarah Raposa, AICP, Town of Medfield, is the Chair. The mission of TRIC is to support cooperative municipal planning that links the impacts of growth and development in each town to aggregate impacts felt throughout the region. TRIC includes the communities of Canton, Dedham, Dover, Foxborough, Medfield, Milton, Needham, Norwood, Randolph, Sharon, Stoughton, Walpole, and Westwood. TRIC takes its name from the three major rivers in the area: the Neponset, Charles, and Canoe Rivers.

In 2015, TRIC met monthly to review and discuss issues of inter-municipal significance. Participants at TRIC meetings can include Local Council Representatives, town planners, membership of Boards of Selectmen and Planning Boards, Town Administrators, and Chambers of Commerce, and interested citizen-planners.

Presentations of significance at TRIC meetings in 2015 included Community Benefit Districts, Parking Benefit Districts, the District Local Technical Assistance and the Planning for MetroFuture Technical Assistance grant programs, discussions with staff from the Boston Region Metropolitan Planning Organization about transportation infrastructure priorities for the TRIC communities, discussions with the Commonwealth regarding the relevance of a Regional Coordinating Council, and review, discussion, and comment of the family of Boston Region MPO planning documents.

Current major growth and development issues of shared concern in these towns include the present-day realities of severe traffic congestion and gridlock now occurring on municipal roads adversely impacting our future prosperity, a desire to work cooperatively with the Commonwealth to institute assessment of development impacts with a regional scope as opposed to assessment of impacts on a project-by-project basis that has a focus on a single municipality, our multi-year support to the reconstruction of Route 1A (Main Street), from the Norwood town line to Route 27 in Walpole (MassDOT project #602261)

The Neponset Valley Chamber of Commerce remains a strong partner to the municipalities in maintaining strong regional advocacy links to state and federal transportation planning organizations.

The TRIC communities are continuing exchange of information with the intent of understanding how the development goals of communities interact with one another, and maintaining purposeful links to established working groups that are exploring transportation issues. The towns continue to advocate for local transit resources that will bring intra and inter municipal

transit service, and while the advocacy from the towns continues, this is a difficult struggle because as each year passes, there are less and less financial resources from the state and federal funders to address local transit issues of the smaller towns in Greater Boston. TRIC is also building capacity in each community to understand and manage the transportation planning and engineering process used to develop bicycle and pedestrian trails.

Regarding the stalled infrastructure development at the Canton Interchanges Project, the thirteen TRIC communities respectfully offered the following perspective to the Boston Region Metropolitan Planning Organization: There is a number of complex and extraordinary issues surrounding the Canton Interchanges Project. However, full completion of this project has been promised by senior public sector managers acting for the Commonwealth of Massachusetts. For the Commonwealth to state that commitments which have been made in the past are no longer supported may have the unintended outcome of placing continuing good faith collaboration between communities and private developers in jeopardy.

COUNTY OF NORFOLK

REPORT OF THE COUNTY COMMISSIONERS

To the Citizens of Norfolk County:

As your elected Board of County Commissioners, we respectfully submit this annual report, including the County Treasurer's report pursuant to Massachusetts General Laws Chapter 35 section 34, and reports of County departments.

Incorporated in 1793, the County of Norfolk includes twenty-eight cities and towns, mostly located to the South and West of Boston. Norfolk County is known as the County of Presidents because it is the birthplace of four Presidents of the United States: John Adams, John Quincy Adams, John F. Kennedy and George Herbert Walker Bush.

Norfolk County's administrative offices are located at 614 High Street in Dedham. The County Commissioners are assisted by staff under the supervision of an appointed County Director. Principal County departments include the Registry of Deeds, Agricultural High School, Treasurer's Office, Facilities Maintenance Department, County Engineering, RSVP volunteer program, Veterans' Services, and Wollaston Recreational Facility.

County revenues are directly impacted by the real estate and credit markets. In FY 2015, although real estate values were significantly recovered from the recession, the County faced continued fiscal challenges. The County has minimized operating expenditures while seeking to maintain and improve services.

With support from the Massachusetts School Building Authority, major renovations and expansion were completed at Norfolk County Agricultural High School in Walpole.

As in past years, we wish to take this opportunity to thank the County's department heads and employees, as well as elected officials, both state and local, for all their efforts on behalf of Norfolk County and its communities.

As County Commissioners, we are privileged to serve you.

Very truly yours,

Francis W. O'Brien, Chairman

John M. Gillis

Peter H. Collins

Administrative Offices – P.O. Box 310 – 614 High Street – Dedham MA 02027-0310

Telephone: 781- 234-3430 Facsimile: 781-326-6480 E-mail:

info@norfolkcounty.org

NORFOLK COUNTY MOSQUITO CONTROL DISTRICT



NCMCD operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

Surveillance

We are engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our

surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic.

Virus Isolations in the town: No virus isolations in 2015

Requests for service: 73

Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work.

Culverts cleared	9 culverts
Drainage ditches checked/hand cleaned	18,030 feet
Intensive hand clean/brushing*	1,150 feet
Mechanical water management	0 feet
Tires collected	0

**Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of disease control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications (April)	83.1 acres
Summer aerial larvicide applications (May – August)	0 acres
Larval control - briquette & granular applications by hand	0.5 acres
Rain basin treatments – briquettes by hand (West Nile virus control)	2,064 basins
Abandoned/unopened pool or other manmade structures treated	0

Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra-low volume (ULV) applications from trucks	1,882 acres
Barrier applications on municipal property	2 using 20 gallons mix

Respectfully submitted, David A. Lawson, Director

TOWN OFFICIALS 2015

ELECTED

Assessors

Damon Borrelli (through April 2015)
Thomas P. Colarusso
Kurt Ochalla
Ted Owens (elected 4/15/15)

Board of Health

Edward V. Cosgrove, Ph.D.
Stephen K. Epstein
Jane Fogg

Commissioners of Trust Funds

Barry Coffman
Joseph P. Scalia
Heydon David Traub

Constables

Paul F. Hunt
Charles G. Wright

Housing Authority

Scott Brightman
Andrew Lewis Cohen
William DeBear
Peter J. Pingatore
Reginald Foster (State Appointee)

Moderator

Michael K. Fee

Park and Recreation Commission

Cynthia J. Chaston
David DiCicco
Christopher Gerstel (elected 4/14/15)
Thomas M. Jacob (through April 2015)
Michael J. Retzky
Matt Toolan

Planning Board

Paul Alpert (elected 4/14/15)
Bruce T. Eisenhut
Elizabeth Grimes
Martin Jacobs
Jeanne S. McKnight
Sam Bass Warner (through April 2015)

School Committee

Joseph P. Barnes
Connie Barr
Heidi C. Black
Michael Greis
Susan Neckes
Kim Marie Nichols
Aaron Pressman

Selectmen

John A. Bulian
Matthew D. Borrelli
Marianne B. Cooley
Maurice P. Handel
Daniel P. Matthews

Town Clerk

Theodora K. Eaton

Trustees of Memorial Park

Mark Forbes
John Gallelo
James Healy
Charles J. Mangine
Ron Sockol (through April 2015)
William J. Topham (elected 4/14/15)

Trustees of Public Library

Lois C. Bacon
Rose Doherty
Richard Hardy
Thomas M. Harkins
Margaret Pantridge
Gregory John Shesko
Carol Jean Thomas

APPOINTED BY THE BOARD OF SELECTMEN

Town Manager

Kate Fitzpatrick

Town Counsel

David S. Tobin

Ad Hoc Insurance Advisory Committee

Richard Davis
David Davison (ex officio)
Niels H. Fischer
Albert H. Shapiro
Paul Winnick

Board of Appeals

Kathleen Lind Berardi
Peter Friedenberg
Howard S. Goldman
Jon D. Schneider
Jonathan D. Tamkin

Cable Television / Advisory Committee

Michael Greis
Peter E. Hess
Tom Loughran
Dan Schwartz
Jonathan D. Tamkin

Commission on Disabilities

Susan Crowell
Leon Foster
Debbi Heller
Bruce A. Howell
Jeanie Martin
Barbara Moss (appointed 3/24/15)
Elaine Saunders
Andy Wise (resigned 12/31/14)
Colin (Dale) T. Wise

Conservation Commission

Paul Alpert (resigned 4/9/15)
Janet Bernardo
Artie Crocker
Stephen Farr
Peter Oehlkers
Cory Rhodes (appointed 9/10/14)
Sharon Soltzberg
Lisa Standley

Cultural Council

David Ecsedy
Joanne Feinberg
Mary Murphy Hensley
Michael Labrecque
Ronald Lowry
Kristen Mazzocchi
Elise Miller
Laurence Richmond (appointed 12/9/14)
Elizabeth Wells

Council of Economic Advisors

Peter Atallah
Matt Borrelli
Glen Cammarano
William Day
Elizabeth Grimes
Maurice P. Handel
Bob Hentschel
Bruce Herman
Richard Putprush
Tom Jacob
Martin Jacobs
Brian Nadler
Janet O'Connor
Matt Talcoff
Michael Wilcox

Golf Course Advisory Committee

Steven Carlson
Roy Cramer
Daniel Dain
Jack Heavy (appointed 3/24/15)
Michael Mahoney (resigned(resigned 7/31/14)
Richard M. Reilly
Jon Schneider
MaryGrace Summergrad

Historical Commission

Robert Boder
Carol J. Boulris
Rose Doherty
Gloria P. Greis
Richard C. Hardy
Jeffrey Heller
Miles Shore, M.D.

Human Rights Committee

Abdul Cader Asmal
Barry Ehrlich (appointed 12/9/14)
Cynthia Ganung
Zahra Haghighatjoo (appointed 5/27/15)
Amelia Klein
Ashok Mehta
Joanne McCormick (appointed 12/9/14)
John Schlittler
Albert "Bud" Schram
Marlene Schultz
Jeremy Sutherland (appointed 12/23/14)
Mike Vaughn
Zahra Haghighatjoo (appointed 5-27-15)

**Needham Community Television
Development Corporation (NCTDC)**

Robert Boder
Crystal Carter (appointed 7/29/14)
Arnold M. Goldstein
Michael Greis
Peter E. Hess
Tom Loughran
Dan Schwartz
Michael J. Riley
Robert Stegman (resigned 7/29/14)
Jonathan Tamkin

**Needham Community Revitalization
Fund Committee**

William Dermody
Carol de Lemos
Paul Good
Timothy Kickham
MaryRuth Perras

New Year's Needham Committee

Christopher Cox
Artie Crocker
Marcy Cutler
David Ecsedy
Sheri Edsall
Walter McDonough
Kim McCollum
Jim Moonan
Kalpana Shah (appointed 3/11/14)
Nancy Spargo Barber

Property Tax Assistance Committee

Jill C. Kahn-Boesel
Elizabeth Handler
Peter Hess
Thomas Mulhern
Evelyn Poness (ex officio)

Registrars of Voters

Ann Cosgrove
John W. Day
Barbara B. Doyle
Theodora K. Eaton (ex officio)

Solid Waste & Recycling Advisory Committee

William Connors
David Ecsedy (appointed 9/10/14)
Jeffrey Heller
Pralay Som
Irwin Silverstein

Taxation Aid Committee

Elizabeth Handler
Patricia Harris
Thomas J. Mulhern
Helen Newton
Evelyn Poness (ex officio)

Technology Advisory Board

David Davison (ex officio)
Wade Davis
Kenny Freundlich
Deb Gammermon (ex officio)
Ann Gulati (ex officio)
Clifford Hayden
Joanne Kossuth (non-voting Tech Advisor)
Roger MacDonald (ex officio)
Michael Mathias
Carl Rubin

Traffic Management Advisory Committee

Anthony DelGaizo
Stephen Delisi
John Kraemer
Jeffrey MacMann
Robert Meltzer (resigned 11/11/14)
Richard Merson
Donna Mullin
Ford Peckham (appointed 1/13/15)
Mark Rosen
Glen Schneider

**Water and Sewer Rate
Structure Committee**

John P. Cosgrove, Jr.
Tom Loughran
Nick Renzulli
Steve Rosenstock
John Tallarico

APPOINTED BY THE MODERATOR

Finance Committee

John Connelly
Richard S. Creem
James Flinton
Richard Lunetta
Louise Miller
Richard Reilly
Lisa Zappala
Richard Zimbone

Personnel Board

Patricia A. Forde
Joseph Herlihy
Vivian Hsu
Richard Lunetta
Barry Pollack (appointed 5/12/15)

OTHER APPOINTED BOARDS

(Appointing Authority)

Community Preservation Committee

Robert Boder (*Historical Commission*)
Gary Crossen (*Board of Selectmen*)
Reginald Foster (*Housing Authority*)
Christopher Gerstel (*Park & Recreation*)
Mark Gluesing (*Moderator*)
Peter Ohelkers (*Conservation Commission*)
Mike Retzky (*Park & Recreation*)
Sam Bass Warner (*Planning Board*)
Lita Young (*Board of Selectmen*)

Council on Aging

Scott Brightman
Ed Cosgrove
Carol de Lemos
Phyllis Fanger
Daniel Goldberg
Monica Graham (appointed 7/29/14)
Penny Grossman (appointed 9/10/14)
Susanne Hughes
Tom Keating (appointed 7/29/14)
Eilene Kleiman
Andrea Rae (resigned 7/16/14)
Lianne Relich
Colleen Schaller

Contributory Retirement Board

Elizabeth Dennis (appointed 12/9/14)
Kate Fitzpatrick (resigned 12/8/14)
John P. Krawiecki, by vote of
employees and retirees
Robert Mearls, by members
of the Retirement Board
Evelyn M. Poness
Thomas A. Welch, II, by vote of
employees and retirees

Design Review Board

Artie Crocker (alternate) (*Board of Selectmen*)
Robert Dermody (*Board of Selectmen*)
Nelson Hammer (*Planning Board*)
Mark Gluesing (*Board of Selectmen*)
Richard M. Reilly, Jr. (alternate)
(*Board of Selectmen*)
Deborah Robinson (*Planning Board*)
Stephen Tanner (*Planning Board*)

Permanent Public Building Committee

(Mixed appointing authority for all)

Stuart Chandler
Natasha Espada
John J. Keene, Jr. (resigned March 2015)
George Kent
Steven Popper, Dir. Constr. &
Renovation (ex-officio)
Paul Salamone
Roy Schifilliti
Peter Schneider (appointed 4/2/15)
Irwin Silverstein

Transportation Committee

Duncan Allen (*Board of Selectmen*)
Richard Creem (*Board of Selectmen*)
Justin McCullen (*Planning Board*)
David Montgomery (*Moderator*)
Stephen McKnight (*Planning*)
Denise Garlick (*Ex-Officio*)

Youth Commission

David Bookston (*School Committee*)
Karen Folb (*Park & Recreation*)
Kevin Keane (appointed 10/22/13)
Susan Patkin (*Moderator*)
Sonia Raja (*School Committee*)
Jillian Smith (*School Committee*)
Vincent Springer (*Police Dept*)
Julie Stevens (*Finance Committee*)

APPOINTED BY TOWN MANAGER

Animal Control Officer

Danielle Landry

Assistant Director of Public Works

Robert Lewis

Assistant Town Manager/Finance Director

David Davison

Assistant Town Manager/Dir. Of Operations

Christopher Coleman

Director of Emergency Management

Paul Buckley (retired December 2014)

Dennis Condon (appointed 12/9/14)

Director of Information Technology

Roger S. MacDonald

Director of Public Works

Richard P. Merson

Director, West Suburban Veterans Services District

Stanley Spear

Veterans' Burial Agent/Veterans' Graves Officer

Bill Topham

Fire Chief / Superintendent of Fire Alarms/Forest Warden

Paul F. Buckley (retired December 2014)

Dennis Condon (appointed 12/9/14)

Inspector of Buildings

David Roche

Inspector of Plumbing and Gas

William Kinsman (retired May 2015)

Larry DiBona (appointed May 2015)

Inspector of Wiring

Scott Chisholm

Police Chief / Keeper of the Lockup

Philip E. Droney

Supervisor, Garage & Equipment

Bill Stockwell

Superintendent, Highway

Rhainhardt Hoyland

Superintendent, Parks /Forestry Tree Warden

Edward Olsen

Superintendent, Water/Sewer

Vincent Roy (resigned 5/1/15)

Town Accountant

Michelle Vaillancourt

Town Engineer

Anthony Del Gaizo

Treasurer and Tax Collector

Evelyn M. Poness

Administrative Assessor

Hoyt Davis

Assistant Town Clerk

Helen Atkinson

Director of Public Facilities - Construction

Steven Popper

Director of Public Facilities - Operations

Chip Laffey

Director of Public Health

Timothy McDonald (appointed 11/17/14)

Director of Youth Services

Jon Mattleman

Environmental Health Agent

Tara Gurge

Executive Director, Council on Aging

Jamie Brenner Gutner

Library Director

Ann MacFate

Planning Director

Lee Newman

Park and Recreation Director

Patricia M. Carey

**APPOINTED BY ELECTED
OR APPOINTED BOARDS**

**Executive Director, Needham Housing
Authority**

Debra Jordan

Executive Secretary to Finance Committee

Louise Mizgerd

Superintendent of Schools

Daniel E. Gutekanst



FISCAL YEAR 2015 TOWN MEETING MEMBERS

Precinct	Last Name	First/Middle Name	Term Expiration	Precinct	Last Name	First/Middle Name	Term Expiration
A	Carothers	Dennis	2016	A	O'Brien, Jr.	Norman F.	2017
A	Herrick	Walter D.	2016	A	Schneider	Louise I.	2017
A	Miller	Michael S.	2016	A	Spiros	Carolyn M.	2017
A	Nissen	Suzanne Fiering	2016	A	Sterling	Nicholas P.	2017
A	Scott	James Allan	2016	A	Bailey	Erik J.	2018
A	Silverstein	Irwin	2016	A	Cooper	Emily Rose	2018
A	Silverstein	Nina	2016	A	Creem	Richard S.	2018
A	Spector	Rhonda K.	2016	A	Diodato	John F.	2018
A	Davidson	Alan J.	2017	A	Gratz	Donald B.	2018
A	Genova	John D.	2017	A	Miller	Rachel B.	2018
A	Gosmon	Cheryl A.	2017	A	Sargent	Elizabeth M.	2018
A	Keane-Hazzard	Mary E.	2017	A	Spiros	Van J.	2018
B	Arren	Francis G.	2016	B	Moody	Richard B.	2017
B	Baierlein	George	2016	B	Pendergast	Kevin T.	2017
B	Doyle	William G.	2016	B	Rooney	Jodi Lynn	2017
B	Frankenthaler	John J.	2016	B	Rosenstock	Steven M.	2017
B	Freedberg	Richard M.	2016	B	Bloom	Elizabeth M.	2018
B	Markell	Lori A.	2016	B	Borrelli	Marianna	2018
B	Rovner	Gerald C.	2016	B	Cogswell	John H.	2018
B	Von Herder	Dorothea	2016	B	McConchie	Scott	2018
B	Freedberg	Cathy M.	2017	B	Nicols	Kim Marie	2018
B	Grimes	Elizabeth Jane	2017	B	Pyle	Margot Copeland	2018
B	Harris	David C.	2017	B	Shapiro	Stacie M.	2018
B	Kurkjian	Catherine E.	2017	B	Toran	Sarah Ann	2018
C	Cox	Angela M.	2016	C	Gluesing	Mark J.	2017
C	Dugan, Jr.	William H.	2016	C	Lueders	Carl J.	2017
C	Goldberg	Lois R.	2016	C	Masterman	James D.	2017
C	Haslip	John H.	2016	C	Miller	Louise L.	2017
C	Hoffmeister, Jr.	George W.	2016	C	Alpert	Paul S.	2018
C	Landau	R. Cynthia	2016	C	Barnes, Jr.	Joseph P.	2018
C	Young	Adelaide C.	2016	C	Brightman	Scott M.	2018
C	Zappala	Lisa W.	2016	C	Cox, Jr.	Gilbert W.	2018
C	Alpert	Peter A.	2017	C	Neckes	Susan B.	2018
C	Barnett	Bruce S.	2017	C	Owens	Ted	2018
C	Callanan	Paula R.	2017	C	Tillotson	Paul B.	2018
C	Cox	David R.	2017	C	Tobin	Sandra Balzer	2018
D	Dhanda	Michelle C. S.	2016	D	Lunetta	Richard J.	2017
D	Foster	Reginald C.	2016	D	Mann	Richard S.	2017
D	Gerstel	Christopher J.	2016	D	McNeill	Gary B.	2017
D	Niden	Michael L.	2016	D	Soisson	Thomas F.	2017
D	Pressman	Aaron M.	2016	D	Black	Heidi C.	2018
D	Remorenko	Aaron	2016	D	Clarke	Holly Anne	2018
D	Tedoldi	M. Kathleen	2016	D	Cramer	Roy A.	2018
D	Walitt	Arthur	2016	D	D'Addesio	Kathryn L.	2018
D	Burgiel	Lori L.	2017	D	Der Marderosian	Ann	2018
D	Conturie	Cynthia L.	2017	D	Eisenhut	Bruce T.	2018
D	Donald	Ross M.	2017	D	Lewis	Kathleen M.	2018
D	Levy	Joshua W.	2017	D	Shesko	Gregory John	2018

FISCAL YEAR 2015 TOWN MEETING MEMBERS

Precinct	Last Name	First/Middle Name	Term Expiration	Precinct	Last Name	First/Middle Name	Term Expiration
E	Blakelock	David K.	2016	E	Francesconi	Irene M.	2017
E	Cosgrove III	Edward V.	2016	E	George	Linda J.	2017
E	Greendlinger	Risa J.	2016	E	Stevens	Julie E.	2017
E	Mullen	Kurt M.	2016	E	Wolfe	Cynthia J.	2017
E	Ruth	Ronald W.	2016	E	Barr	Constance S.	2018
E	Siegenthaler	Paul A.	2016	E	Chaston	Cynthia J.	2018
E	Silverstein	Gerald	2016	E	Cosgrove	Ann M.	2018
E	Weiner	Theodore	2016	E	Fachetti	Carol A.	2018
E	Braman	Robert R.	2017	E	Murray	Phillip R.	2018
E	Crowell	Theodore M.	2017	E	Peckham	Ford H.	2018
E	Cummings	Lawrence R.	2017	E	Retzky	Michael J.	2018
E	Durda	Paul J.	2017	E	Robey	Philip V.	2018
F	Coffman	Barry J.	2016	F	MacMahon	Mary Anne	2017
F	Heller	Jeffrey D.	2016	F	McDonough	Barry R.	2017
F	Kalish	Leslie A.	2016	F	McKay	Michael	2017
F	McIver	Carolyn R.	2016	F	Piltch	Mary E.	2017
F	Muldoon	Kenneth Scott	2016	F	Borrelli	Alison S.	2018
F	Okerman	William J.	2016	F	Connelly	John P.	2018
F	Price	Karen N.	2016	F	Davis	Richard W.	2018
F	Verdun	Michael L.	2016	F	Davis	Gail E.	2018
F	Cohen	Lawrence J.	2017	F	Madsen	Fabienne A.	2018
F	Goldin	Rochelle E.	2017	F	Sexton	Jennifer S.	2018
F	Goldstein	Carl	2017	F	Winnick	Deborah S.	2018
F	Kirk	John P.	2017	F	Zoppo	William A.	2018
G	Beacham, Jr.	Peter W.	2016	G	Keyes	Georgina Y.	2017
G	Crawford	Michael J.	2016	G	Pittman	Andrew J.	2017
G	Crimmings	John D.	2016	G	Robey	Kathleen D.	2017
G	Distler	Michael A.	2016	G	Smart, Jr.	Robert T.	2017
G	Freundlich	Kenneth B.	2016	G	Abbott	Susan W.	2018
G	Kaufman	Gary Michael	2016	G	Dirks	Katy M.	2018
G	Konieczynski	David	2016	G	Gallagher	Fran	2018
G	Tierney	Timothy P.	2016	G	Harkins	Thomas M.	2018
G	Attridge	Paul H.	2017	G	Kane	Matthew A.	2018
G	Blake	Julia C.H.	2017	G	McCaffrey	Maureen T.	2018
G	DeMeis	Richard	2017	G	McGarvey	Susan B.	2018
G	Dermody	Robert J.	2017	G	Welby	Susan	2018
H	Avedikian	Isabel F.	2016	H	Noonan	Terence P.	2017
H	Diener	Michael A.	2016	H	Olive	Peter R.	2017
H	Han	Karen E.	2016	H	Wu	Harmony H.	2017
H	Kingston	John A.	2016	H	Zimbone	Richard A.	2017
H	Kristeller	Jeffrey E.	2016	H	Brinkhaus	Heinz R.	2018
H	London	Laura	2016	H	Cruickshank	M. Patricia	2018
H	Savage Jr	Richard J.	2016	H	Gillooley	Thomas Edward	2018
H	Shapiro	Jeffrey S.	2016	H	Handler	Elizabeth P.	2018
H	Cosentino	Julia Satti	2017	H	Larsen	Robert Y.	2018
H	Kardok	Michael C.	2017	H	Margolis	Marjorie M.	2018
H	McCarthy	Nancy E.	2017	H	Milligan	Paul T.	2018
H	McDonough	Mark	2017	H	Reilly	Richard M.	2018

FISCAL YEAR 2015 TOWN MEETING MEMBERS

Precinct	Last Name	First/Middle Name	Term Expiration	Precinct	Last Name	First/Middle Name	Term Expiration
I	Crocker	Artie R.	2016	I	Sexton	Nancy E.	2017
I	Ecsedy	Claire Dee	2016	I	Supple	David Paul	2017
I	Grossman	Sherman H.	2016	I	Tibma	Mary D.	2017
I	Ochalla	Josephine	2016	I	Walsh	Maura O.	2017
I	Pingitore	Peter J.	2016	I	Atallah	Peter D.	2018
I	Renzulli	Nicholas S.	2016	I	Denver	Paul F.	2018
I	Weinstein	Anne W.	2016	I	Escalante	David J.	2018
I	Whitney	Kathleen D.	2016	I	Gallo	John L.	2018
I	Bagshaw	Lisa Dannibal	2017	I	Hutcheson	Laurie B.	2018
I	Ecsedy	David J.	2017	I	Robey III	Paul	2018
I	Kahn-Boesel	Jill C.	2017	I	Sockol	Lois F.	2018
I	Murphy	Lorraine M.	2017	I	Sockol	Ron	2018
J	Borowsky	Mark L.	2016	J	Mather	Marcia C.	2017
J	Deutsch	Robert E.	2016	J	Mathias	Michael M.	2017
J	Keane	Kevin J.	2016	J	Murphy	Jane B.	2017
J	Kent	George F.	2016	J	Shannon	Karen R.	2017
J	Montgomery	David P.	2016	J	Arrieta-Ruetenik	Georgina A.	2018
J	Mooney	Christopher	2016	J	Dermody	William R.	2018
J	Panov	Peter Sergey	2016	J	DiCicco	David C.	2018
J	Urwitz	Carol I.	2016	J	Epstein	Stephen K.	2018
J	Barker	Catherine J.	2017	J	Greis	Michael J.	2018
J	Bonasia	James S.	2017	J	Kaponya	Elizabeth Nicole	2018
J	Chandler	Stuart B.	2017	J	McCourt	Christine S.	2018
J	Downs	Robert A.	2017	J	Mullin	Donna M	2018
TMM	Chm, School Committee	Barr, Constance S.	2015	TMM	Chm, Board of Health	Fogg, Jane	2015
TMM	Selectman	Borrelli, Matthew D.	2015	TMM	Chm., Memorial Park Trustees	Gallelo, John S.	2015
TMM	Selectman	Bulian, John A.	2015	TMM	Chm, Board of Selectmen	Handel, Maurice P.	2015
TMM	Selectman	Cooley, Marianne B.	2015	TMM	Selectman	Matthews, Daniel P.	2015
TMM	Chm., Park & Recreation Commission	DiCicco, David C.	2015	TMM	Chm, Planning Board	McKnight, Jeanne S.	2015
TMM	Town Clerk	Eaton, Theodora K.	2015	TMM	Chm., Board of Assessors	Ochalla, Kurt Paul	2015
TMM	Moderator	Fee, Michael K.	2015	TMM	Chm, Trustees of Public Library	Pantridge, Margaret L.	2015

FY2015 TOWN OF NEEDHAM RETIREE INFORMATION

RETIREE	DEPT	YEARS OF SERVICE		RETIREE	DEPT	YEARS OF SERVICE
Edward Mann	DPW	28 years 8 months		Laura George	Police	10 years 4 months
David Duffy	Fire	27 years 3 months		Kathleen Mullins	Police	32 years
John Friel	Fire	36 years 10 months		Renee Bellin	Schools	16 years 10 months
Arthur Hopkins	Fire	37 years 7 months		Melissa Geib	Schools	17 years 10 months
Matthew Kane	Fire	33 years 9 months		Marjorie Mearls	Schools	40 years 1 month
Joseph Tierney, Jr.	Fire	36 years 9 months		Sophie Grintchenko	Town	15 years 5 months
John Whalen	Fire	38 years 9 months		William Kinsman	Town	12 years
April Asquith	Library	39 years 1 month		Dorene Nemeth	Town	10 years 7 months

IN MEMORIAM

RETIREE	DEPT	YEARS OF SERVICE		RETIREE	DEPT	YEARS OF SERVICE
Geraldine O'Donnell	Police	18 years 3 months		John Stephen Cronin	MBM	10 years 9 months
Marie Patterson	Hospital	10 years 10 months		Dominick Nigro	DPW	22 years 9 months
Barbara Farulla	Hospital	17 years 7 months		Elaine Martin	Town	14 years 1 month
Blanche Sabina	Town	20 years 3 months		Eunice Bliss	Hospital	11 years 1 month
Phyllis Wilmarth	Schools	10 years 8 months		George LaValle	DPW	29 years 6 months
John Ricci	MBM	28 years 8 months		Raymond O'Neal	DPW	33 years
Kenneth Brooks	Town	13 years 8 months		Paul Reynolds	Fire	14 years 1 month
Jane Heavey	School	13 years 5 months		Agnes M. O'Neil	Town	11 years 4 months
Robert Henley	Fire	32 years 11 months		Frances Cusack	School	20 years 9 months
Vivian McIver	Library	45 years 1 month		Santina Morganti	Hospital	31 years 11 months
Elaine Calabro	Schools	16 years 9 months				

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APPENDICES

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**General Fund
Balance Sheet
Year Ended June 30, 2015**

	<u>General</u>
<u>ASSETS</u>	
Cash and short-term investments	\$19,643,035.00
Investments	\$17,264,599.00
Receivables:	
Property taxes	\$4,228,979.00
Excises	\$919,939.00
Departmental	\$1,306,998.00
Intergovernmental	\$5,561,184.00
Betterments	\$0.00
Other	\$69,562.00
Other assets	<u>\$0.00</u>
Total Assets	\$48,994,296.00
<u>LIABILITIES</u>	
Warrants and accounts payable	\$1,490,653.00
Deferred revenue	\$0.00
Accrued liabilities	\$5,258,568.00
Due to other Governments	\$0.00
Taxes collected in advance	\$0.00
Refunds payable	\$703,609.00
Other liabilities	<u>\$200,235.00</u>
Total Liabilities	\$7,653,065.00
Deferred Inflows of Resources	\$11,805,511.00
<u>FUND BALANCES</u>	
Nonspendable	\$0.00
Restricted	\$794,835.00
Committed	\$9,020,424.00
Assigned	\$4,472,492.00
Unassigned	<u>\$15,247,969.00</u>
Total Fund Balance	\$29,535,720.00
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	\$48,994,296.00

Enterprise Funds
Statement of Net Position
Year Ended June 30, 2015

	<u>Solid Waste</u>	<u>Sewer</u>	<u>Water</u>
<u>ASSETS</u>			
Current Assets:			
Cash and short-term investments	\$1,963,530.00	\$4,273,276.00	\$5,840,171.00
Receivables	\$254,867.00	\$2,307,220.00	\$2,110,432.00
Intergovernmental	\$0.00	\$0.00	\$0.00
Other current assets	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Current Assets	\$2,218,397.00	\$6,580,496.00	\$7,950,603.00
Noncurrent Assets:			
Land and construction in progress	\$5,007,443.00	\$1,124,424.00	\$6,633,909.00
Other capital assets, net of accumulated depreciation	<u>\$1,938,733.00</u>	<u>\$23,447,479.00</u>	<u>\$26,674,117.00</u>
Total Noncurrent Assets	\$6,946,176.00	\$24,571,903.00	\$33,308,026.00
Total Assets	\$9,164,573.00	\$31,152,399.00	\$41,258,629.00
Deferred Outflows	<u>\$28,490.00</u>	<u>\$34,188.00</u>	<u>\$47,483.00</u>
Total Assets and Deferred Outflows	\$9,193,063.00	\$31,186,587.00	\$41,306,112.00
<u>LIABILITIES</u>			
Current Liabilities:			
Accounts payable	\$142,556.00	\$22,271.00	\$308,163.00
Accrued payroll	\$19,634.00	\$27,583.00	\$23,148.00
Accrued liabilities	\$0.00	\$0.00	\$0.00
Refunds Payable	\$229,932.00	\$74,100.00	\$9,242.00
Other liabilities	\$0.00	\$0.00	\$0.00
Current portion of long-term liabilities:			
Bonds payable	\$100,000.00	\$853,139.00	\$865,535.00
Compensated absences	<u>\$54,164.00</u>	<u>\$154,558.00</u>	<u>\$98,204.00</u>
Total current liabilities	\$546,286.00	\$1,131,651.00	\$1,304,292.00
Noncurrent Liabilities			
Net Pension Liability	\$816,685.00	\$980,023.00	\$1,361,142.00
Bonds payable, net of current portion	<u>\$120,000.00</u>	<u>\$7,786,770.00</u>	<u>\$6,925,343.00</u>
Total noncurrent liabilities	\$936,685.00	\$8,766,793.00	\$8,286,485.00
Total Liabilities	\$1,482,971.00	\$9,898,444.00	\$9,590,777.00
Deferred Inflows	<u>\$381.00</u>	<u>\$458.00</u>	<u>\$636.00</u>
	\$1,483,352.00	\$9,898,902.00	\$9,591,413.00
<u>NET POSITION</u>			
Invested in capital assets, net of related debt	\$6,848,107.00	\$16,296,054.00	\$25,617,795.00
Unrestricted	<u>\$861,604.00</u>	<u>\$4,991,631.00</u>	<u>\$6,096,904.00</u>
Total Net Assets	\$7,709,711.00	\$21,287,685.00	\$31,714,699.00

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2015

Description	Annual Town Meeting	Special Town Meeting Appropriations	Finance Committee and Town Manager Transfer Approvals	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
Townwide	\$35,394,896	\$227,834	-\$1,636,537	\$33,986,193	-\$33,502,381.54	-\$67,029.52	-\$33,569,411.06	\$416,781.94
Board of Selectmen/Town Manager	\$821,318		\$3,581	\$824,899	-\$800,341.62	-\$12,775.62	-\$813,117.24	\$11,781.76
Town Clerk & Board of Registrars	\$357,440		\$2,937	\$360,377	-\$334,708.27	-\$2,888.55	-\$337,596.82	\$22,780.18
Town Counsel	\$327,584		\$20,000	\$347,584	-\$328,817.65	-\$18,106.56	-\$346,924.21	\$659.79
Personnel Board	\$15,000			\$15,000				\$15,000.00
Finance Department	\$2,481,282		\$30,526	\$2,511,808	-\$2,249,376.83	-\$40,878.81	-\$2,290,255.64	\$221,552.36
Finance Committee	\$33,687			\$33,687	-\$33,279.00		-\$33,279.00	\$408.00
Planning	\$277,997		\$8,414	\$286,411	-\$278,615.59	-\$5,676.79	-\$284,292.38	\$2,118.62
Community Development	\$145,214		\$4,443	\$149,657	-\$147,810.44	-\$1,328.01	-\$149,138.45	\$518.55
Police Department	\$6,057,941		\$4,835	\$6,062,776	-\$5,522,901.65	-\$6,880.09	-\$5,529,781.74	\$332,994.26
Fire Department	\$7,073,775		\$6,245	\$7,080,020	-\$6,888,232.66	-\$42,712.27	-\$6,930,944.93	\$149,075.07
Building Inspector	\$582,350		\$1,976	\$584,326	-\$561,051.51	-\$1,100.00	-\$562,151.51	\$22,174.49
MinuteMan Assessment	\$893,211			\$893,211	-\$893,211.00		-\$893,211.00	
Needham Public Schools	\$57,961,288			\$57,961,288	-\$56,597,001.96	-\$1,276,956.32	-\$57,873,958.28	\$87,329.72
Department of Public Works	\$5,138,236	\$10,000	\$1,396,161	\$6,544,397	-\$6,323,437.81	-\$172,423.96	-\$6,495,861.77	\$48,535.23
Municipal Parking Program	\$71,445			\$71,445	-\$55,765.29	-\$5,021.69	-\$60,786.98	\$10,658.02
Municipal Lighting Program	\$221,153			\$221,153	-\$155,794.44	-\$45,318.47	-\$201,112.91	\$20,040.09
Department of Public Facilities	\$8,067,148		\$138,791	\$8,205,939	-\$7,699,310.38	-\$299,136.26	-\$7,998,446.64	\$207,492.36
Health Department	\$525,457	\$51,758	\$6,714	\$583,929	-\$519,531.94	-\$12,834.25	-\$532,366.19	\$51,562.81
Human Services	\$721,681		\$9,435	\$731,116	-\$677,405.57		-\$677,405.57	\$53,710.43
Commission on Disabilities	\$550		\$1,500	\$2,050	-\$1,678.20		-\$1,678.20	\$371.80
Historical Commission	\$1,050			\$1,050	-\$332.63		-\$332.63	\$717.37
Needham Public Library	\$1,475,200			\$1,475,200	-\$1,471,618.55	-\$1,867.56	-\$1,473,486.11	\$1,713.89
Park & Recreation Department	\$596,654		\$979	\$597,633	-\$525,272.53	-\$5,793.18	-\$531,065.71	\$66,567.29
Memorial Park	\$750			\$750	-\$748.74		-\$748.74	\$1.26
Townwide & Departments	\$129,242,307	\$289,592		\$129,531,899	-\$125,568,625.80	-\$2,018,727.91	-\$127,587,353.71	\$1,944,545.29
Townwide Expense Budgets								
1 Non-Contributory Retirement	\$34,800			\$34,800	-\$34,780.32		-\$34,780.32	\$19.68
2 Contributory Retirement System	\$5,621,400			\$5,621,400	-\$5,524,150.00		-\$5,524,150.00	\$97,250.00
3 Group Health Insurance, Employee Ben	\$10,398,872	-\$200,000		\$10,198,872	-\$10,036,989.52	-\$39,549.20	-\$10,076,538.72	\$122,333.28
4 Retiree Insurance & Insurance Liability	\$4,940,198	\$200,000		\$5,140,198	-\$5,140,198.00		-\$5,140,198.00	
5 Unemployment Compensation	\$100,000		\$9,952	\$109,952	-\$88,607.99	-\$1,944.00	-\$90,551.99	\$19,400.01
6 Debt Service	\$11,587,884			\$11,587,884	-\$11,580,940.03		-\$11,580,940.03	\$6,943.97
7 Workers Compensation	\$586,252			\$586,252	-\$578,533.25	-\$7,718.75	-\$586,252.00	
8 Casualty Liability & Self Insurance Pre	\$542,000			\$542,000	-\$518,182.43	-\$17,817.57	-\$536,000.00	\$6,000.00
9 Classification Performance & Settlement	\$119,000							
10 Reserve Fund	\$1,464,490	\$50,167	-\$169,167	\$164,835				\$164,835.00
Total	\$35,394,896	\$177,667	-\$1,477,322	\$33,986,193	-\$33,502,381.54	-\$67,029.52	-\$33,569,411.06	\$416,781.94

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2015

Description	Annual Town Meeting	Special Town Meeting Appropriations	Finance Committee and Town Manager Transfer Approvals	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
Board of Selectmen & Town Manager								
11A Salary & Wages	\$711,577		\$3,581	\$715,158	-\$715,158.00		-\$715,158.00	
11B Expenses	\$109,741			\$109,741	-\$85,183.62	-\$12,775.62	-\$97,959.24	\$11,781.76
Total	\$821,318		\$3,581	\$824,899	-\$800,341.62	-\$12,775.62	-\$813,117.24	\$11,781.76
Town Clerk & Board of Registrars								
12A Salary & Wages	\$309,990		\$2,937	\$312,927	-\$293,229.19		-\$293,229.19	\$19,697.81
12B Expenses	\$47,450			\$47,450	-\$41,479.08	-\$2,888.55	-\$44,367.63	\$3,082.37
Total	\$357,440		\$2,937	\$360,377	-\$334,708.27	-\$2,888.55	-\$337,596.82	\$22,780.18
Town Counsel								
13A Salary & Wages	\$73,584			\$73,584	-\$73,584.01		-\$73,584.01	-\$0.01
13B Expenses	\$254,000		\$20,000	\$274,000	-\$255,233.64	-\$18,106.56	-\$273,340.20	\$659.80
Total	\$327,584		\$20,000	\$347,584	-\$328,817.65	-\$18,106.56	-\$346,924.21	\$659.79
Personnel Board								
14A Salary & Wages	\$15,000			\$15,000				\$15,000.00
14B Expenses								
Total	\$15,000			\$15,000				\$15,000.00
Finance Department								
15A Salary & Wages	\$1,660,303		\$30,526	\$1,690,829	-\$1,497,284.91		-\$1,497,284.91	\$193,544.09
15B Expenses	\$783,479			\$783,479	-\$717,273.89	-\$38,196.84	-\$755,470.73	\$28,008.27
15C Capital	\$37,500			\$37,500	-\$34,818.03	-\$2,681.97	-\$37,500.00	
Total	\$2,481,282		\$30,526	\$2,511,808	-\$2,249,376.83	-\$40,878.81	-\$2,290,255.64	\$221,552.36
Finance Committee								
16A Salary & Wages	\$32,462			\$32,462	-\$32,462.00		-\$32,462.00	
16B Expenses	\$1,225			\$1,225	-\$817.00		-\$817.00	\$408.00
Total	\$33,687			\$33,687	-\$33,279.00		-\$33,279.00	\$408.00
Planning								
17A Salary & Wages	\$261,537		\$8,414	\$269,951	-\$269,295.31		-\$269,295.31	\$655.69
17B Expenses	\$16,460			\$16,460	-\$9,320.28	-\$5,676.79	-\$14,997.07	\$1,462.93
Total	\$277,997		\$8,414	\$286,411	-\$278,615.59	-\$5,676.79	-\$284,292.38	\$2,118.62

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2015

Description	Annual Town Meeting	Special Town Meeting Appropriations	Finance Committee and Town Manager Transfer Approvals	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
Community Development								
18A Salary & Wages	\$133,356		\$4,443	\$137,799	-\$137,546.98		-\$137,546.98	\$252.02
18B Expenses	\$11,858			\$11,858	-\$10,263.46	-\$1,328.01	-\$11,591.47	\$266.53
Total	\$145,214		\$4,443	\$149,657	-\$147,810.44	-\$1,328.01	-\$149,138.45	\$518.55
19 Reserved								
Police Department								
20A Salary & Wages	\$5,576,287		\$4,835	\$5,581,122	-\$5,138,377.03		-\$5,138,377.03	\$442,744.97
20B Expenses	\$306,930			\$306,930	-\$214,842.50	-\$6,449.81	-\$221,292.31	\$85,637.69
20C Capital	\$174,724			\$174,724	-\$169,682.12	-\$430.28	-\$170,112.40	\$4,611.60
Total	\$6,057,941		\$4,835	\$6,062,776	-\$5,522,901.65	-\$6,880.09	-\$5,529,781.74	\$532,994.26
Fire Department								
21A Salary & Wages	\$6,752,037		\$6,245	\$6,758,282	-\$6,652,379.19		-\$6,652,379.19	\$105,902.81
21B Expenses	\$288,907			\$288,907	-\$219,425.47	-\$29,893.27	-\$249,318.74	\$39,588.26
21C Capital	\$32,831			\$32,831	-\$16,428.00	-\$12,819.00	-\$29,247.00	\$3,584.00
Total	\$7,073,775		\$6,245	\$7,080,020	-\$6,888,232.66	-\$42,712.27	-\$6,930,944.93	\$149,075.07
Building Department								
22A Salary & Wages	\$551,310		\$1,976	\$553,286	-\$541,312.83		-\$541,312.83	\$11,973.17
22B Expenses	\$31,040			\$31,040	-\$19,738.68	-\$1,100.00	-\$20,838.68	\$10,201.32
Total	\$582,350		\$1,976	\$584,326	-\$561,051.51	-\$1,100.00	-\$562,151.51	\$22,174.49
Minuteman Assessment								
23 Assessment	\$893,211			\$893,211	-\$893,211.00		-\$893,211.00	
Total	\$893,211			\$893,211	-\$893,211.00		-\$893,211.00	
Needham Public Schools								
24 Needham Public School Budget	\$57,961,288			\$57,961,288	-\$56,597,001.96	-\$1,276,956.32	-\$57,873,958.28	\$87,329.72
Total	\$57,961,288			\$57,961,288	-\$56,597,001.96	-\$1,276,956.32	-\$57,873,958.28	\$87,329.72
Department of Public Works								
25A Salary & Wages	\$3,251,531	\$5,000	\$82,791	\$3,339,322	-\$3,326,636.51		-\$3,326,636.51	\$12,685.49
25B Expenses	\$1,480,421	\$5,000		\$1,485,421	-\$1,277,156.37	-\$172,423.96	-\$1,449,580.33	\$35,840.67
25C Capital	\$6,284			\$6,284	-\$6,275.00		-\$6,275.00	\$9.00
25D Snow and Ice	\$400,000		\$1,313,370	\$1,713,370	-\$1,713,369.93		-\$1,713,369.93	\$0.07
Total	\$5,138,236	\$10,000	\$1,396,161	\$6,544,397	-\$6,323,437.81	-\$172,423.96	-\$6,495,861.77	\$48,535.23

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2015

Description	Annual Town Meeting	Special Town Meeting Appropriations	Finance Committee and Town Manager Transfer Approvals	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
Municipal Parking Program								
26 Municipal Parking Program	\$71,445			\$71,445	-\$55,765.29	-\$5,021.69	-\$60,786.98	\$10,658.02
Total	\$71,445			\$71,445	-\$55,765.29	-\$5,021.69	-\$60,786.98	\$10,658.02
Municipal Lighting Program								
27 Municipal Lighting Program	\$221,153			\$221,153	-\$155,794.44	-\$45,318.47	-\$201,112.91	\$20,040.09
Total	\$221,153			\$221,153	-\$155,794.44	-\$45,318.47	-\$201,112.91	\$20,040.09
Department of Public Facilities								
28A Salary & Wages	\$3,508,080	-\$40,000	\$4,791	\$3,472,871	-\$3,273,243.06		-\$3,273,243.06	\$199,627.94
28B Expenses	\$4,559,068	\$40,000	\$84,000	\$4,683,068	-\$4,377,917.32	-\$299,136.26	-\$4,677,053.58	\$6,014.42
28C Capital			\$50,000	\$50,000	-\$48,150.00		-\$48,150.00	\$1,850.00
Total	\$8,067,148		\$138,791	\$8,205,939	-\$7,699,310.38	-\$299,136.26	-\$7,998,446.64	\$207,492.36
Health Department								
29A Salary & Wages	\$424,583	\$43,258	\$6,714	\$474,555	-\$422,620.75		-\$422,620.75	\$51,934.25
29B Expenses	\$100,874	\$8,500		\$109,374	-\$96,911.19	-\$12,834.25	-\$109,745.44	-\$371.44
Total	\$525,457	\$51,758	\$6,714	\$583,929	-\$519,531.94	-\$12,834.25	-\$532,366.19	\$51,562.81
Human Services								
30A Salary & Wages	\$589,840		\$9,435	\$599,275	-\$547,843.19		-\$547,843.19	\$51,431.81
30B Expenses	\$131,841			\$131,841	-\$129,562.38		-\$129,562.38	\$2,278.62
Total	\$721,681		\$9,435	\$731,116	-\$677,405.57		-\$677,405.57	\$53,710.43
Commission on Disabilities								
31A Salary & Wages			\$1,500	\$1,500	-\$1,500.00		-\$1,500.00	
31B Expenses	\$550			\$550	-\$178.20		-\$178.20	\$371.80
Total	\$550		\$1,500	\$2,050	-\$1,678.20		-\$1,678.20	\$371.80
Historical Commission								
32A Salary & Wages	\$1,050			\$1,050	-\$332.63		-\$332.63	\$717.37
32B Expenses	\$1,050			\$1,050	-\$332.63		-\$332.63	\$717.37
Total	\$1,050			\$1,050	-\$332.63		-\$332.63	\$717.37
Needham Public Library								
33A Salary & Wages	\$1,156,157			\$1,156,157	-\$1,156,157.00		-\$1,156,157.00	
33B Expenses	\$319,043			\$319,043	-\$315,461.55	-\$1,867.56	-\$317,329.11	\$1,713.89
Total	\$1,475,200			\$1,475,200	-\$1,471,618.55	-\$1,867.56	-\$1,473,486.11	\$1,713.89

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2015

Description	Annual Town Meeting	Special Town Meeting Appropriations	Finance Committee and Town Manager Transfer Approvals	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
Park & Recreation Department								
34A Salary & Wages	\$482,654		\$979	\$483,633	-\$428,256.05		-\$428,256.05	\$55,376.95
34B Expenses	\$114,000			\$114,000	-\$97,016.48	-\$5,793.18	-\$102,809.66	\$11,190.34
Total	\$596,654		\$979	\$597,633	-\$525,272.53	-\$5,793.18	-\$531,065.71	\$66,567.29
Memorial Park								
35A Salary & Wages				\$750	-\$748.74		-\$748.74	\$1.26
35B Expenses	\$750			\$750	-\$748.74		-\$748.74	\$1.26
Total	\$750			\$750	-\$748.74		-\$748.74	\$1.26
Department Budget Total	\$93,847,411	\$61,758	\$1,636,537	\$95,545,706	-\$92,066,244.26	-\$1,951,698.39	-\$94,017,942.65	\$1,527,763.35
Total Operating Budget	\$129,242,307	\$289,592		\$129,531,899	-\$125,568,625.80	-\$2,018,727.91	-\$127,587,353.71	\$1,944,545.29

Solid Waste Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2015

Description	Annual Town Meeting	Special Town Meeting Appropriations	Reserve Fund Transfers	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
101A Salary & Wages	\$710,556	\$20,470		\$731,026	-\$665,545.48		-\$665,545.48	\$65,480.52
101B Expenses	\$1,225,721			\$1,225,721	-\$1,124,155.51	-\$80,020.58	-\$1,204,176.09	\$21,544.91
101C Capital	\$81,000			\$81,000	-\$79,318.00		-\$79,318.00	\$1,682.00
101D Debt Service	\$150,000			\$150,000	-\$117,108.35		-\$117,108.35	\$32,891.65
102 Reserve Fund	\$25,000			\$25,000				\$25,000.00
Total Operating Budget	\$2,192,277	\$20,470		\$2,212,747	-\$1,986,127.34	-\$80,020.58	-\$2,066,147.92	\$146,599.08

Sewer Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2015

Description	Annual Town Meeting	Special Town Meeting Appropriations	Reserve Fund Transfers	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
201A Salary & Wages	\$939,465	\$22,701		\$962,166	-\$930,173.51		-\$930,173.51	\$31,992.49
201B Expenses	\$352,958			\$352,958	-\$304,081.95	-\$34,335.09	-\$338,417.04	\$14,540.96
201C Capital	\$25,000			\$25,000	-\$21,442.00	-\$3,000.00	-\$24,442.00	\$558.00
201D MWRA Assessment	\$5,468,475	-\$2,331		\$5,466,144	-\$5,466,144.00		-\$5,466,144.00	
201E Debt Service	\$1,500,000			\$1,500,000	-\$1,338,092.28		-\$1,338,092.28	\$161,907.72
202 Reserve Fund	\$35,000			\$35,000				\$35,000.00
Total Operating Budget	\$8,320,898	\$20,370		\$8,341,268	-\$8,059,933.74	-\$37,335.09	-\$8,097,268.83	\$243,999.17

Water Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2015

Description	Annual Town Meeting	Special Town Meeting Appropriations	Reserve Fund Transfers	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
301A Salary & Wages	\$1,053,177	\$24,795		\$1,077,972	-\$1,049,485.19		-\$1,049,485.19	\$28,486.81
301B Expenses	\$1,079,548			\$1,079,548	-\$901,180.91	-\$154,075.01	-\$1,055,255.92	\$24,292.08
301C Capital	\$40,200			\$40,200	-\$19,197.19		-\$19,197.19	\$21,002.81
301D MWRA Assessment	\$1,194,022	-\$325		\$1,193,697	-\$1,193,697.00		-\$1,193,697.00	
301E Debt Service	\$1,550,000			\$1,550,000	-\$1,545,746.19		-\$1,545,746.19	\$4,253.81
302 Reserve Fund	\$75,000			\$75,000				\$75,000.00
Total Operating Budget	\$4,991,947	\$24,470		\$5,016,417	-\$4,709,306.48	-\$154,075.01	-\$4,863,381.49	\$153,035.51

Community Preservation Act
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2015

Description	Annual Town Meeting	Special Town Meeting Appropriations	Reserve Fund Transfers	Total Available for Expenditure	Disbursements	Encumbrances	Total Expenditures	Returned
Administrative Budget	\$82,000			\$82,000	-\$19,133.34	-\$1,895.58	-\$21,028.92	\$60,971.08
Total Operating Budget	\$82,000			\$82,000	-\$19,133.34	-\$1,895.58	-\$21,028.92	\$60,971.08

Trust Funds
Year Ended June 30, 2015

Fund	July 1, 2014	Receipts	Disbursements & Adjustments	June 30, 2015
Anita M. Reinke Memorial Scholarship	\$11,601.58	\$437.00	\$400.00	\$11,638.58
Arthur and Cecilia Bailey Scholarship	\$53,749.63	\$1,986.87	\$2,000.00	\$53,736.50
Centennial Football Scholarship	\$438.64	\$16.53		\$455.17
Charles and Bernice Siegel Memorial Fund	\$232,617.47	\$8,763.12	\$9,000.00	\$232,380.59
Chloe Mala	\$0.00	\$15,267.25	\$1,000.00	\$14,267.25
Class of 1979 Scholarship	\$13.78	\$0.51		\$14.29
Class of 1980 Scholarship	\$6,300.41	\$237.30	\$250.00	\$6,287.71
C. J. Cullen III Memorial Scholarship	\$45,501.26	\$1,765.35	\$1,500.00	\$45,766.61
Dana F. Burke Scholarship	\$5,175.24	\$194.94	\$500.00	\$4,870.18
De Fazio Family Memorial Scholarship	\$16,598.69	\$625.21	\$600.00	\$16,623.90
Derwood Newman Memorial	\$26,669.73	\$1,004.55		\$27,674.28
Dr. Lee Allan Memorial	\$3,074.88	\$115.82		\$3,190.70
Dwight School (Pollard School)	\$40,724.57	\$1,533.93		\$42,258.50
Edward J. Stewart 13 Club Scholarship	\$88.46	\$3.32		\$91.78
Edith Wildman Fund	\$104,396.67	\$476,791.63	\$20,000.00	\$561,188.30
Edward Keady Memorial Scholarship	\$237.34	\$1.85	\$239.19	\$0.00
Elizabeth Handley	\$44,803.39	\$1,687.56	\$1,800.00	\$44,690.95
Frederick Barstow Scholarship	\$296,713.34	\$11,176.05	\$18,000.00	\$289,889.39
Frederick Harris Scholarship	\$36,299.29	\$1,367.25	\$2,000.00	\$35,666.54
George Morse Memorial Scholarship	\$229,643.42	\$8,649.77	\$5,000.00	\$233,293.19
George F. Skinner	\$0.00	\$5,082.55	\$1,200.00	\$3,882.55
High School Sports Endowment	\$33,145.77	\$1,248.48	\$1,335.00	\$33,059.25
Igor Guralnik & Keith Flueckiger	\$1,337.26	\$50.37	\$1,000.00	\$387.63
Joan W. Swartz Memorial Scholarship	\$65.71	\$2.45		\$68.16
John Akers	\$299,836.81	\$12,400.36	\$10,000.00	\$302,237.17
John C. Wood (High School Library)	\$14,796.48	\$557.32		\$15,353.80
Joseph Paulim Scholarship	\$3,614.32	\$136.15	\$500.00	\$3,250.47
Kyle Shapiro Scholarship	\$21.47	\$0.80		\$22.27
Leo F. Richards Jr. Scholarship	\$2,866.12	\$107.93	\$1,500.00	\$1,474.05
Linda Barnes Scholarship	\$2,438.20	\$91.85	\$1,000.00	\$1,530.05
Lizzie and Reuben Grossman Scholarship	\$1,507.86	\$1,556.80	\$1,500.00	\$1,564.66
Mark R. Beane Memorial Scholarship	\$39,467.34	\$1,486.60	\$1,500.00	\$39,453.94
Martin Luther King Scholarship	\$6,221.14	\$812.72	\$2,000.00	\$5,033.86
Minot Mac Donald (Carter School Library)	\$9,844.29	\$371.22		\$10,215.51
Miriam Kronish Scholarship	\$6,215.92	\$263.85	\$250.00	\$6,229.77
Miriam Kronish Excellence in Educ	\$37,337.25	\$1,378.11	\$1,271.84	\$37,443.52
Nate Tavalone Scholarship	\$7,645.40	\$589.74	\$200.00	\$8,035.14
New Century Club Scholarship	\$14,891.41	\$560.90	\$600.00	\$14,852.31
Nina Pansuk Scholarship	\$152,219.75	\$5,733.53	\$3,000.00	\$154,953.28
Peter Eloranta Chemistry Award Scholarship	\$13,265.81	\$499.66	\$50.00	\$13,715.47
Peter Eloranta Scholarship	\$107,097.55	\$4,033.97	\$4,000.00	\$107,131.52
Rebecca H. Perry Memorial Scholarship	\$276,384.18	\$10,410.32	\$6,000.00	\$280,794.50
Richard Jensen, Sr. Memorial Scholarship	\$3,030.00	\$114.14		\$3,144.14
Robert and Elizabeth Gardner Scholarship	\$79,061.04	\$31,122.99	\$20,000.00	\$90,184.03
Robert Buirke	\$0.00	\$25,147.14	\$2,000.00	\$23,147.14
Ruth Ann B. Simmons MD Memorial Scholarship	\$20,903.46	\$787.36	\$1,500.00	\$20,190.82
Scott Marino Memorial Scholarship	\$10,491.22	\$465.48	\$2,000.00	\$8,956.70
Stacy Neilson Memorial Fund (Soccer Team)	\$168.93	\$0.00		\$168.93
Students Need Arts Trust Fund	\$68.90	\$0.00		\$68.90
Timothy P. Flanagan Memorial Scholarship	\$14,003.68	\$521.60	\$3,000.00	\$11,525.28
Tod Greenleaf	\$6,067.12	\$228.52	\$1,000.00	\$5,295.64
walter burke	\$18.00	\$0.00		\$18.00
William G. Moseley Scholarship	\$24,905.34	\$938.08	\$700.00	\$25,143.42
William L. Sweet Scholarship	\$907,490.61	\$34,181.71	\$30,000.00	\$911,672.32
William T. Burke Memorial Scholarship	\$215.88	\$8.12		\$224.00
Subtotal School	\$3,251,292.01	\$672,516.63	\$159,396.03	\$3,764,412.61

Trust Funds
Year Ended June 30, 2015

Fund	July 1, 2014	Receipts	Disbursements & Adjustments	June 30, 2015
Arthur W. & Barbara S. Hatch Fund	\$304,674.60	\$11,500.75		\$316,175.35
Bosworth Library Trust Fund	\$8,317.18	\$313.27		\$8,630.45
Charles Fredie Clifford Henderson Library 10% Trust	\$136,019.40	\$5,123.33		\$141,142.73
Cora Proctor Thurston Fund	\$14,279.76	\$533.47	\$148.08	\$14,665.15
Harold Street Trust	\$24,575.35	\$925.69		\$25,501.04
Helen DE M. Dunn Library Trust Fund	\$881.40	\$33.22		\$914.62
Karl L. Nutter Library Trust Fund	\$2,392.99	\$90.11		\$2,483.10
Laura G. Willgoose Library Trust Fund	\$156,980.33	\$5,902.28	\$1,679.14	\$161,203.47
Library Permanent Donation Fund	\$92,588.09	\$24,943.71	\$43,062.28	\$74,469.52
Lois Carley Children's Library Trust	\$12,939.14	\$487.39		\$13,426.53
Martha Barr Library Trust Fund	\$3,429.52	\$125.15		\$3,554.67
Myra S. Greenwood Library Trust Fund	\$76,944.36	\$2,898.21		\$79,842.57
Roger S. Corliss Fund	\$7,973.24	\$300.33		\$8,273.57
William Carter Fund	\$39,821.46	\$1,484.23	\$1,584.57	\$39,721.12
William H. Wye Library Fund	\$1,745.10	\$65.74		\$1,810.84
Subtotal Library	\$883,561.92	\$54,726.88	\$46,474.07	\$891,814.73
350th Needham Birthday Celebration	\$5,708.75	\$215.03		\$5,923.78
400th Needham Birthday Celebration	\$3,839.08	\$143.52		\$3,982.60
Community Revitalization Maintenance 10% Trust	\$2,521.25	\$6,950.90	\$8,565.00	\$907.15
Community Revitalization Trust	\$1,176.02	\$4,485.06	\$5,047.58	\$613.50
Council on Aging Permanent Donation	\$154,840.15	\$5,832.23		\$160,672.38
Domestic Violence Trust	\$259,335.08	\$9,579.83	\$5,700.00	\$263,214.91
Esther Lyford Trust	\$10,869.25	\$409.41		\$11,278.66
Green Field Improvement Association Fund	\$5,971.33	\$224.88		\$6,196.21
John B. Tolman Trust (Library/Temperance Organization)	\$132,410.64	\$5,366.53	\$2,458.00	\$135,319.17
Mary Virginia E. Hill (Animal Welfare) Fund	\$14,312.91	\$539.13		\$14,852.04
Needham Cemetery Grand Army Lot Perpetual Care Fund	\$13,405.64	\$504.93		\$13,910.57
Park & Recreation (Park Beautification) Fund	\$14,378.14	\$598.26		\$14,976.40
Rebecca Perry Park Trust Fund	\$29,404.99	\$1,107.54		\$30,512.53
Robert & Marcia Carleton Memorial Trust Fund	\$101,981.67	\$3,841.25		\$105,822.92
Robert & Marcia Carleton Pavilion Fund	\$31,355.06	\$1,181.01		\$32,536.07
Skate Park Trust Fund	\$1,727.00	\$96.10		\$1,823.10
Needham Military Band				\$0.00
Subtotal Other Funds	\$783,236.96	\$41,075.61	\$21,770.58	\$802,541.99
incom not yet distributed	\$4,368.27	\$3,949.75	\$4,368.27	\$3,949.75
TOTAL	\$4,922,459.16	\$772,268.87	\$232,008.95	\$5,462,719.08

**THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION**

FISCAL 2015

**OF
NEEDHAM**
City / Town / District

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from IIe) \$ 156,155,83

Ib. Total estimated receipts and other revenue sources (from IIIe) 42,852,07

Ic. Tax levy (Ia minus Ib) \$ 113,303,76

Id. Distribution of Tax Rates and levies

CLASS	(b) Levy percentage (from LA - 5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA - 5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	75.9805%	86,088,763.60	7,625,574,778	11.29	86,092,739
Net of Exempt					
Open Space	0.0000%	0.00	0		
Commercial	17.4509%	19,772,525.91	881,392,158	22.43	19,769,626
Net of Exempt					
Industrial	2.9657%	3,360,249.62	149,792,300	22.43	3,359,84
SUBTOTAL	96.3971%		8,656,759,236		109,222,206
Personal	3.6029%	4,082,221.18	181,968,510	22.43	4,081,55
TOTAL	100.0000%		8,838,727,746		113,303,76

MUST EQUAL

Board of Assessors of

NEEDHAM

City / Town / District

NOTE : The information has not been Approved and is subject to change.

Joyt B. Davis, Director, Needham, 781-455-7500

12/16/2014 9:10 AM

I am signing on behalf of the Needham Board o...

Assessor

Date

(Comments)

Do Not Write Below This Line -- For Department of Revenue Use Only

Reviewed By

Andrew Nelson

Date :

17-DEC-14

Approved :

Dennis Mountain

Director of Accounts



(Gerard D. Perry)

NEEDHAM

City / Town / District

Amounts to be raised

Appropriations (col.(b) through col.(e) from page 4)

\$ 151,350,572.00

Other amounts to be raised

1. Amounts certified for tax title purposes

12,500.00

2. Debt and interest charges not included on page 4

0.00

3. Final court judgements

0.00

4. Total overlay deficits of prior years

0.00

5. Total cherry sheet offsets (see cherry sheet 1-ER)

69,235.00

6. Revenue deficits

0.00

7. Offset receipts deficits Ch. 44, Sec. 53E

0.00

8. Authorized Deferral of Teachers' Pay

0.00

9. Snow and ice deficit Ch. 44, Sec. 31D

0.00

10. Other (specify on separate letter)

191,219.00

TOTAL IIb (Total lines 1 through 10)

272,954.00

State and county cherry sheet charges (C.S. 1-EC)

1,274,075.00

Allowance for abatements and exemptions (overlay)

3,258,232.31

Total amount to be raised (Total IIa through IIc)

\$ 156,155,833.31

Estimated receipts and other revenue sources

Estimated receipts - State

1. Cherry sheet estimated receipts (C.S. 1-ER Total)

\$ 9,966,189.00

2. Massachusetts school building authority payments

695,148.00

TOTAL IIIa

10,661,337.00

Estimated receipts - Local

1. Local receipts not allocated (page 3, col.(b), Line 24)

8,136,500.00

2. Offset Receipts (Schedule A-1)

0.00

3. Enterprise Funds (Schedule A-2)

16,399,044.00

4. Community Preservation Funds (See Schedule A-4)

2,857,818.00

TOTAL IIIb

27,393,362.00

Revenue sources appropriated for particular purposes

1. Free cash (page 4, col.(c))

4,152,348.00

2. Other available funds (page 4, col.(d))

645,026.00

TOTAL IIIc

4,797,374.00

Other revenue sources appropriated specifically to reduce the tax rate

1a. Free cash..appropriated on or before June 30, 2014

0.00

b. Free cash..appropriated on or after July 1, 2014

0.00

2. Municipal light source

0.00

3. Teachers' pay deferral

0.00

4. Other source :

0.00

TOTAL IIId

0.00

Total estimated receipts and other revenue sources

\$ 42,852,073.00

(Total IIIa through IIId)

Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from IIe)

\$ 156,155,833.31

b. Total estimated receipts and other revenue sources (from IIIe)

\$ 42,852,073.00

c. Total real and personal property tax levy (from Ic)

\$ 113,303,760.31

d. Total receipts from all sources (total IVb plus IVc)

\$ 156,155,833.31

LOCAL RECEIPTS NOT ALLOCATED *

TAX RATE RECAPITULATION

NEEDHAM

City/Town/District

	(a) Actual Receipts Fiscal 2014	(b) Estimated Receipts Fiscal 2015
==> 1 MOTOR VEHICLE EXCISE	4,923,980.00	3,925,000
2 OTHER EXCISE		
==> a.Meals	471,829.00	410,000
==> b.Room	816,498.00	525,000
==> c.Other	0.00	0
==> 3 PENALTIES AND INTEREST ON TAXES AND EXCISES	244,733.00	195,000
==> 4 PAYMENTS IN LIEU OF TAXES	83,433.00	45,000
5 CHARGES FOR SERVICES - WATER	0.00	0
6 CHARGES FOR SERVICES - SEWER	0.00	0
7 CHARGES FOR SERVICES - HOSPITAL	0.00	0
8 CHARGES FOR SERVICES - SOLID WASTE FEES	0.00	0
9 OTHER CHARGES FOR SERVICES	670,395.00	555,000
10 FEES	110,907.00	90,000
11 RENTALS	209,000.00	167,000
12 DEPARTMENTAL REVENUE - SCHOOLS	0.00	0
13 DEPARTMENTAL REVENUE - LIBRARIES	54,421.00	50,000
14 DEPARTMENTAL REVENUE - CEMETERIES	0.00	0
15 DEPARTMENTAL REVENUE - RECREATION	288,404.00	200,000
16 OTHER DEPARTMENTAL REVENUE	417,396.00	354,000
17 LICENSES AND PERMITS	2,306,750.00	1,427,700
18 SPECIAL ASSESSMENTS	1,594.00	0
==> 19 FINES AND FORFEITS	140,523.00	112,000
==> 20 INVESTMENT INCOME	77,523.00	67,500
==> 21 MEDICAID REIMBURSEMENT	73,511.00	3,300
==> 22 MISCELLANEOUS RECURRING (PLEASE SPECIFY)	17,993.00	10,000
23 MISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	307,299.00	0
24 TOTALS	\$ 11,216,189.00	\$ 8,136,500

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2015 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Michelle T. Vaillancourt, Town Accountant, Needham, 781-455-7500

12/16/2014 3:22 PM

Accounting Officer

Date

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2014 estimated receipts to FY2015 estimated

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

TAX RATE RECAPITULATION

NEEDHAM

FISCAL 2015

City / Town / District

APPROPRIATIONS							AUTHORIZATIONS	
							MEMO ONLY	
	FY*	(a) Total Appropriations of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts (See A-1), Enterprise Funds (See A-2), or Community Preservation Fund (See A-4)	(f) *** Revolving Funds (See A-3)	(g) Borrowing Authorization
2014	2015	147,482,901.00	126,485,235.00	1,685,088.00	645,026.00	18,667,552.00	1,346,100.00	-47,800.00
2014	2015	3,460,269.00	40,695.00	2,467,260.00	0.00	952,314.00	0.00	1,700,000.00
2014	2015	407,402.00	342,092.00	0.00	0.00	65,310.00	0.00	0.00
Totals		151,350,572.00	126,868,022.00	4,152,348.00	645,026.00	19,685,176.00		
		Must Equal Cols. (b) thru (e)						

I hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

 /District Clerk
 Theodora K. Eaton; Town Clerk, Needham, 781-455-7510

 Date
 12/16/2014 10:52 AM

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**WARRANT FOR THE
STATE PRIMARY**
The Commonwealth of Massachusetts

TUESDAY, SEPTEMBER 9, 2014

Norfolk, ss.

To either of the Constables of the Town of Needham

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to meet at their respective voting places in said Town, namely:

PRECINCT A – The Center at the Heights
PRECINCT B – The Center at the Heights
PRECINCT C – Newman School - Gymnasium
PRECINCT D – Newman School - Gymnasium
PRECINCT E – Broadmeadow School - Performance Ctr.

PRECINCT F – Needham High School - Gymnasium
PRECINCT G – Needham High School - Gymnasium
PRECINCT H – Broadmeadow School - Performance Ctr.
PRECINCT I – Wm. Mitchell School - Gymnasium
PRECINCT J – Wm. Mitchell School - Gymnasium

**ON TUESDAY, THE NINTH DAY
OF SEPTEMBER, 2014**

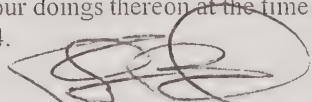
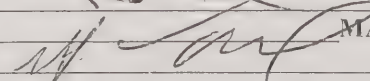
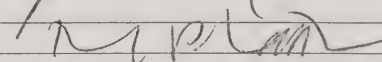
From 7:00 A.M. to 8:00 P.M. for the following purposes:

To cast their votes in the State Primary for the candidates of Political Parties for the following offices:

SENATOR IN CONGRESS	For this Commonwealth
GOVERNOR	For this Commonwealth
LIEUTENANT GOVERNOR	For this Commonwealth
ATTORNEY GENERAL	For this Commonwealth
SECRETARY OF STATE	For this Commonwealth
TREASURER AND RECEIVER GENERAL	For this Commonwealth
AUDITOR	For this Commonwealth
REPRESENTATIVE IN CONGRESS	Fourth District
COUNCILLOR	Second District
SENATOR IN GENERAL COURT	For Norfolk, Bristol and Middlesex District (Precincts A, B, C, I, and J)
SENATOR IN GENERAL COURT	For Norfolk and Suffolk District (Precincts D, E, F, G, and H)
REPRESENTATIVE IN GENERAL COURT	Thirteenth Norfolk District
DISTRICT ATTORNEY	Norfolk District
REGISTER OF PROBATE	Norfolk County
COUNTY TREASURER	Norfolk County
COUNTY COMMISSIONER	Norfolk County

**The Polls Will Be Open From
7:00 A.M. to 8:00 P.M.**

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.
Given under our hands this 29th day of July, A.D. 2014.

	JOHN A. BULIAN , <i>Chairman</i>
	MAURICE HANDEL , <i>Vice Chairman</i>
	MATTHEW D. BORRELLI , <i>Clerk</i>
	MARIANNE B. COOLEY
	DANIEL P. MATTHEWS
	<i>Selectmen of Needham</i>

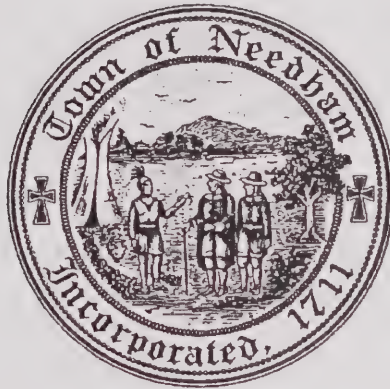
A true copy,
ATTEST

2014

Constable (month) (day)

Warrant must be posted by September 2, 2014, (at least *seven days* prior to the September 9, 2014 State Primary).

TOWN OF NEEDHAM



SPECIAL TOWN MEETING WARRANT

MONDAY, OCTOBER 27, 2014

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Town Hall:

MONDAY, THE TWENTY-SEVENTH DAY OF OCTOBER, 2014

At 7:30 in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: APPROVE THE ITWA COLLECTIVE BARGAINING AGREEMENT

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2015 and fiscal year 2016; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article Information: The Town and the Independent Town Workers Association have reached agreement on two collective bargaining agreements – one for fiscal year 2015 and one for fiscal years 2016 through 2018. The Agreements provide for a wage restructuring (in light of the fact that the wages for these positions has fallen behind similar positions in comparable communities). The Agreements also provide for general wage increases of 2.5% in fiscal years 2016 through 2018. The total four year Agreement is consistent with the Town's sustainability initiative.

ARTICLE 2: APPROPRIATE FOR MATCHING GRANT

To see if the Town will vote to raise and/or transfer and appropriate \$5,000 for the purposes of matching a Federal grant for economic development initiatives in Needham and Newton, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town of Needham and the City of Newton have collaborated to create the N² Economic Development initiative, the goal of which is to strengthen and market the region

through business attraction and support of innovation in the Highland Avenue/Needham Street corridor. As part of this initiative, the Newton/Needham Chamber of Commerce is preparing a grant application to the U.S. Economic Development Agency for a grant to support a \$100,000 study. The requested funds include \$50,000 from the U.S. government, \$38,000 from businesses in the N² corridor, and matching funds from the City of Newton and the Town of Needham. The current plan is for the Town of Needham to contribute \$5,000 and the City of Newton to contribute \$7,000. The City of Newton is pursuing participation by the Commonwealth as well, which, if successful, will lower the contributions required by the two communities. The project will include findings, and a strategic plan for implementing the recommendations in the next several years.

ARTICLE 3: AMEND THE FY2015 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2015 Operating Budget adopted under Article 11 of the May 2014 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
9	Classification, Performance, Settlements	\$119,000	\$169,167
10	Reserve Fund	\$1,464,490	\$1,489,657
25A	Department of Public Works, Salary & Wages	\$3,251,531	\$3,256,531
25B	Department of Public Works, Expenses	\$1,480,421	\$1,485,421
29A	Health Department Salary & Wages	\$424,583	\$476,341

said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This purpose of this article is fourfold. First, the Classification, Performance, Settlements line would be increased to provide sufficient funding for the DPW/NIPEA collective bargaining agreement approved last spring, and the Independent Town Workers Association Agreement proposed under Article 1 of this Warrant. Second, the article allocates \$10,000 in dog license fees to DPW salary and expense lines to support the new off-leash dog area at the NIKE site. At the recommendation of the Town Clerk, the Board of Selectmen voted to increase the dog license fees last year, in part for this purpose. Third, the article will fund the Substance Abuse Coordinator position in the Health Department for $\frac{3}{4}$ of fiscal year 2015. At the time of the 2014 Annual Town Meeting, it was not yet certain whether the Town would continue to receive grant funding for this position. The Town was recently notified that the Federal funding for the position will not continue. Finally, the article proposes to increase the Reserve Fund by \$25,167 after an updated revenue projection for the fiscal year was completed.

ARTICLE 4: AMEND THE FY2015 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2015 RTS Enterprise Fund Budget adopted under Article 12 of the May 2014 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
101A	Salary & Wages	\$710,556	\$731,026

said sum to be raised from RTS Enterprise Fund Receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this article is to allocate funding for the DPW employees collective bargaining agreement approved at the 2014 Annual Town Meeting.

ARTICLE 5: AMEND THE FY2015 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2015 Sewer Enterprise Fund Budget adopted under Article 13 of the May 2014 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
201A	Salary & Wages	\$939,465	\$962,166
201D	MWRA Assessment	\$5,468,475	\$5,466,144

said sum to be raised from Sewer Enterprise Fund Receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this Article is to allocate funding for the DPW employees collective bargaining agreement, approved at the 2014 Annual Town Meeting, and to reduce the budget based on the Town's final MWRA Assessment.

ARTICLE 6: AMEND THE FY2015 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2015 Water Enterprise Fund Budget adopted under Article 14 of the May 2014 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
301A	Salary & Wages	\$1,053,177	\$1,077,972
301D	MWRA Assessment	\$1,194,022	\$1,193,697

said sum to be raise from Water Enterprise Fund Receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this Article is to allocate funding for the DPW employees collective bargaining agreement, approved at the 2014 Annual Town Meeting, and to reduce the budget based on the Town's final MWRA Assessment.

ARTICLE 7: AMEND ZONING BY-LAW – OUTDOOR SEATING

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial 1 Districts, by adding to Accessory Uses “Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter” Y# in Industrial and Industrial-1.

2. In Section 3.2.4 Uses in the New England Business Center District, Subsection 3.2.4.1 (k) Permitted Uses by adding to thereto the following: “Further provided, accessory uses for seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9.”

3. In Section 3.2.5 Uses in the Highland Commercial-128 District, Subsection 3.2.5.1 (i) Permitted Uses by adding to thereto the following: “Further provided, accessory uses for seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are

necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9.”

4. In Section 3.2.6 Uses in the Mixed Use-128 District, Subsection 3.2.6.1 (n) Permitted Uses by adding thereto the following: “Further provided, accessory uses for seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article would allow the Planning Board to permit on private property, upon minor site plan review, seasonal temporary outdoor seating at restaurants and allow the Board of Selectmen to permit on a public way or other public property, again subject to minor site plan review, seasonal temporary outdoor seating at restaurants in Industrial and Industrial 1, New England Business Center, Highland Commercial-128, and Mixed Use-128 zoning districts. Town Meeting previously approved seasonal temporary outdoor seating for restaurants in the Business, Chestnut Street Business, Center Business and Avery Square Business zoning districts. This article extends these amenities to other districts which have restaurants. The Zoning By-Law under Section 6.9 currently imposes conditions upon such uses. As noted before, any approval from the Board of Selectmen would also require a separate license or lease of the public land and compliance, if applicable, with the Board’s Alcohol Regulations.

ARTICLE 8: AMEND ZONING BY-LAW – PERSONAL FITNESS ESTABLISHMENT IN INDUSTRIAL-1

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by changing the table from “N” to “Y” for “Personal fitness service establishment; provided, all required off-street parking is provided on-site for all land uses located on the subject site and in adherence with the requirements of Section 5.1.2, Required Parking, absent any waivers from the provisions of Subsections 5.1.1.5 and 5.1.1.6” under Industrial-1.

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by changing the table from “N” to “SP” for “Personal fitness service establishment; where there is

insufficient off-street parking on-site to serve all land uses located thereon in adherence with the requirements of Section 5.1.2, but where it can be demonstrated that the hours, or days, of peak parking for the uses are sufficiently different that a lower total will provide adequately for all uses or activities served by the parking lot” under Industrial-1.

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article would authorize personal fitness service establishments in the Industrial-1 district either by right or by special permit. Presently the use is permitted in Needham’s Business, Chestnut Street Business, Center Business, Avery Square Business, Hillside Avenue Business and Industrial districts.

Under the proposed amendment, personal fitness service establishments would be permitted as-of-right in the Industrial-1 district where the number of off-street parking spaces required to service the fitness use and all other land uses located on the property are provided in accordance with zoning by-law requirements. Personal fitness service establishments having insufficient off-street parking would be permitted by special permit in the Industrial-1 district where it can be demonstrated that the hours, or days, of peak parking for the uses are sufficiently different that a lower parking total would provide adequately for all uses or activities served by the parking lot. Personal fitness service establishments are defined within the zoning by-law as businesses which involve instructional and/or directed exercise and fitness activities, including, but not limited to, personal training, yoga, spinning, pilates, exercise and fitness classes and lessons, and related activities; having at least one instructor or supervisor for every 15 clients; a maximum class size of 15 clients; a maximum occupancy at any one time of 20 persons; and a maximum total area of 2,500 square feet.

ARTICLE 9: AMEND ZONING BY-LAW – FLOOD PLAIN DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 3.3, Uses in Flood Plain District, Subsection 3.3.1, Prohibited Uses, by deleting the words “(d) Swimming pools”.
2. In Section 3.3, Uses in Flood Plain District, Subsection 3.3.3, Uses Requiring a Special Permit, by adding a new paragraph (h) after the existing paragraph (g) that states “Swimming pools, together with structures, walkways, mechanical systems accessory thereto, and fences.”
3. In Section 3.3, Uses in Flood Plain District, Subsection 3.3.3, Uses Requiring a Special Permit, by designating the existing paragraph (h) as paragraph (i).

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No position taken

Article Information: This article would authorize swimming pools and improvements accessory thereto by special permit in the Flood Plain Overlay District provided such installations retain existing flood water storage capacity. Presently swimming pools are a prohibited use within the Flood Plain Overlay District.

Section 3.3 of the Zoning By-Law establishes the purpose of the Flood Plain Overlay District which was largely congruent with the purpose of flood plain protection in the Massachusetts Wetlands Protection Act and Regulations (310 CMR 10.00 et. seq.) and the Needham Wetlands Protection By-Law. The majority of these purposes are to protect natural resources (surface and ground water, water courses, water sheds, ecosystem balance) but also include purposes more appropriate to zoning, specifically to protect the health and safety of persons and property against the hazards of flooding and to protect the community against detrimental use of land adjoining water courses. There are presently four prohibited uses in the Flood Plain Overlay District (Section 3.3.1). Uses (a) and (b), the Manufacturing, Transport, Storage or Disposal of Toxic or Hazardous Materials, and Sanitary Landfills, Junkyards, Salvage Yards, etc. clearly are uses that, in a flood plain, would release hazardous materials that would be detrimental to the health and safety of persons and natural resources. Prohibited Use (c) prohibits encroachments into the flood plain, including fill and structures, unless a Registered Professional Engineer demonstrates that the encroachment would not result in any increase in flood elevations. Prohibited Use (d) is simply "Swimming Pools". No rationale is provided as to why a swimming pool would be detrimental to human health or property, detrimental to natural resources in the event of a flood or would decrease flood storage and increase flood elevations.

Accordingly, the noted amendment is offered to authorize swimming pools and improvements accessory thereto by special permit in the Flood Plain Overlay District where it is demonstrated that such installation will retain existing flood water storage capacity. Congruent review and approval by the Conservation Commission pursuant to the Massachusetts Wetlands Protection Act and Regulations and the Needham Wetlands Protection By-Law would still be required.

ARTICLE 10: APPROPRIATE FOR HIGH SCHOOL RENOVATION

To see if the Town will vote to raise and/or transfer and appropriate \$200,000 for engineering, design and construction for renovation and repairs at Needham High School, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Needham High School was constructed for a student population of 1,450. The population for school year 2014/2015 is 1,631, or 181 students in excess of the school's design capacity. According to the Future School Needs Committee (FSNC), the projected student population will exceed 1,700 students in school year 2015/2016 and remain at

or above 1,700 students through school year 2024/2025. As a result of the current and anticipated student enrollment, there is a need for additional classroom space at Needham High. This request is for funds to reconfigure two large classroom spaces into four smaller classrooms. The rooms that will be reconfigured are Room 707 (language lab) and Room 728 (all-purpose room.) Additional renovations to Needham High School to expand the number of classrooms and enlarge the cafeteria will be discussed during the fiscal year 2016 – 2020 capital improvement planning process.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 23rd day of September 2014.

JOHN A. BULIAN, *Chairman*
MAURICE P. HANDEL, *Vice Chairman*
MATTHEW D. BORRELLI, *Clerk*
MARIANNE B. COOLEY
DANIEL P. MATTHEWS

Selectmen of Needham

A TRUE COPY

Attest:

Constable:

**WARRANT FOR THE
STATE ELECTION**
The Commonwealth of Massachusetts
TUESDAY, NOVEMBER 4, 2014

Norfolk, ss.

To either of the Constables of the Town of Needham

GREETING:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in the State Election to vote at their respective voting places in said Town, namely:

PRECINCT A – The Center at the Heights
PRECINCT B – The Center at the Heights
PRECINCT C – Newman School - Gymnasium
PRECINCT D – Newman School - Gymnasium
PRECINCT E – Broadmeadow School - Performance Ctr.

PRECINCT F – Needham High School - Gymnasium
PRECINCT G – Needham High School - Gymnasium
PRECINCT H – Broadmeadow School - Performance Ctr.
PRECINCT I – Wm. Mitchell School - Gymnasium
PRECINCT J – Wm. Mitchell School - Gymnasium

**ON TUESDAY, THE FOURTH DAY
OF NOVEMBER, 2014**

From 7:00 A.M. to 8:00 P.M. for the following purposes:

To cast their votes in the State Election for the candidates for the following offices and questions:

SENATOR IN CONGRESS	For this Commonwealth
GOVERNOR AND LIEUTENANT GOVERNOR	For this Commonwealth
ATTORNEY GENERAL	For this Commonwealth
SECRETARY OF STATE	For this Commonwealth
TREASURER AND RECEIVER GENERAL	For this Commonwealth
AUDITOR	For this Commonwealth
REPRESENTATIVE IN CONGRESS	Fourth District
COUNCILLOR	Second District
SENATOR IN GENERAL COURT	For Norfolk, Bristol and Middlesex Senatorial District
(Precincts A, B, C, I, and J)	
SENATOR IN GENERAL COURT	For Norfolk and Suffolk Senatorial District
(Precincts D, E, F, G, and H)	
REPRESENTATIVE IN GENERAL COURT	Thirteenth Norfolk District
DISTRICT ATTORNEY	Norfolk District
REGISTER OF PROBATE	Norfolk County
COUNTY TREASURER	Norfolk County
COUNTY COMMISSIONER	Norfolk County

QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

SUMMARY

This proposed law would eliminate the requirement that the state's gasoline tax, which was 24 cents per gallon as of September 2013, (1) be adjusted every year by the percentage change in the Consumer Price Index over the preceding year, but (2) not be adjusted below 21.5 cents per gallon.

A **YES VOTE** would eliminate the requirement that the state's gas tax be adjusted annually based on the Consumer Price Index.

A **NO VOTE** would make no change in the laws regarding the gas tax.

QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

SUMMARY

This proposed law would expand the state's beverage container deposit law, also known as the Bottle Bill, to require deposits on containers for all non-alcoholic non-carbonated drinks in liquid form intended for human consumption, except beverages primarily derived from dairy products, infant formula, and FDA approved medicines. The proposed law would not cover containers made of paper-based biodegradable material and aseptic multi-material packages such as juice boxes or pouches.

The proposed law would require the state Secretary of Energy and Environmental Affairs (EEA) to adjust the container deposit amount every five years to reflect (to the nearest whole cent) changes in the consumer price index, but the value could not be set below five cents.

The proposed law would increase the minimum handling fee that beverage distributors must pay dealers for each properly returned empty beverage container, which was 2¼ cents as of September 2013, to 3½ cents. It would also increase the minimum handling fee that bottlers must pay distributors and dealers for each properly returned empty reusable beverage container, which was 1 cent as of September 2013, to 3½ cents. The Secretary of EEA would review the fee amount every five years and make appropriate adjustments to reflect changes in the consumer price index as well as changes in the costs incurred by redemption centers. The proposed law defines a redemption center as any business whose primary purpose is the redemption of beverage containers and that is not ancillary to any other business.

The proposed law would direct the Secretary of EEA to issue regulations allowing small dealers to seek exemptions from accepting empty deposit containers. The proposed law would define small dealer as any person or business, including the operator of a vending machine, who sells beverages in beverage containers to consumers, with a contiguous retail space of 3,000 square feet or less, excluding office and stock room space; and fewer than four locations under the same ownership in the Commonwealth. The proposed law would require that the regulations consider at least the health, safety, and convenience of the public, including the distribution of dealers and redemption centers by population or by distance of both.

The proposed law would set up a state Clean Environment Fund to receive certain unclaimed container deposits. The Fund would be used, subject to appropriation by the state Legislature, to support programs such as the proper management of solid waste, water resource protection, parkland, urban forestry, air quality and climate protection.

The proposed law would allow a dealer, distributor, redemption center or bottler to refuse to accept any beverage container that is not marked as being refundable in Massachusetts.

The proposed law would take effect on April 22, 2015.

A YES VOTE would expand the state's beverage container deposit law to require deposits on containers for all non-alcoholic, non-carbonated drinks with certain exceptions, increase the associated handling fees, and make other changes to the law.

QUESTION 3: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

SUMMARY

This proposed law would (1) prohibit the Massachusetts Gaming Commission from issuing any license for a casino or other gaming establishment with table games and slot machines, or any license for a gaming establishment with slot machines; (2) prohibit any such casino or slots gaming under any such licenses that the Commission might have issued before the proposed law took effect; and (3) prohibit wagering on the simulcasting of live greyhound races.

The proposed law would change the definition of "illegal gaming" under Massachusetts law to include wagering on the simulcasting of live greyhound races, as well as table games and slot machines at Commission-licensed casinos, and slot machines at other Commission-licensed gaming establishments. This would make those types of gaming subject to

existing state laws providing criminal penalties for, or otherwise regulating or prohibiting, activities involving illegal gaming.

The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

YES VOTE would prohibit casinos, any gaming establishment with slot machines, and wagering on simulcast greyhound races.

NO VOTE would make no change in the current laws regarding gaming.

QUESTION 4: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

SUMMARY

This proposed law would entitle employees in Massachusetts to earn and use sick time according to certain conditions.

Employees who work for employers having eleven or more employees could earn and use up to 40 hours of paid sick time per calendar year, while employees working for smaller employers could earn and use up to 40 hours of unpaid sick time per calendar year.

An employee could use earned sick time if required to miss work in order (1) to care for a physical or mental illness, injury or medical condition affecting the employee or the employee's child, spouse, parent, or parent of a spouse; (2) to attend routine medical appointments of the employee or the employee's child, spouse, parent, or parent of a spouse; or (3) to address the effects of domestic violence on the employee or the employee's dependent child. Employees would earn one hour of sick time for every 30 hours worked, and would begin accruing those hours on the date of hire or on July 1, 2015, whichever is later. Employees could begin to use earned sick time on the 90th day after hire.

The proposed law would cover both private and public employers, except that employees of a particular city or town could be covered only if, as required by the state constitution, the proposed law were made applicable by local or state legislative vote or by appropriation of sufficient funds to pay for the benefit. Earned paid sick time would be compensated at the same hourly rate paid to the employee when the sick time is used.

Employees could carry over up to 40 hours of unused sick time to the next calendar year, but could not use more than 40 hours in a calendar year. Employers would not have to pay employees for unused sick time at the end of their employment. If an employee missed work for a reason eligible for earned sick time, but agreed with the employer to work the same number of hours or shifts in the same or next pay period, the employee would not have to use earned sick time for the missed time, and the employer would not have to pay for that missed time. Employers would be prohibited from requiring such an employee to work additional hours to make up for missed time, or to find a replacement employee.

Employers could require certification of the need for sick time if an employee used sick time for more than 24 consecutively scheduled work hours. Employers could not delay the taking of or payment for earned sick time because they have not received the certification. Employees would have to make a good faith effort to notify the employer in advance if the need for earned sick time is foreseeable.

Employers would be prohibited from interfering with or retaliating based on an employee's exercise of earned sick time rights, and from retaliating based on an employee's support of another employee's exercise of such rights.

The proposed law would not override employers' obligations under any contract or benefit plan with more generous provisions than those in the proposed law. Employers that have their own policies providing as much paid time off, usable for the same purposes and under the same conditions, as the proposed law would not be required to provide additional paid sick time.

The Attorney General would enforce the proposed law, using the same enforcement procedures applicable to other state wage laws, and employees could file suits in court to enforce their earned sick time rights. The Attorney General would have to prepare a multilingual notice regarding the right to earned sick time, and employers would be required to post the


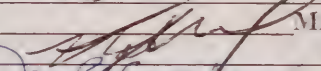
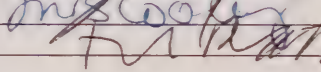
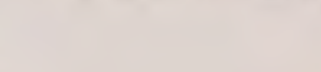
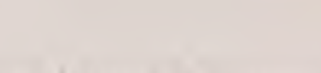
notice in a conspicuous location and to provide a copy to employees. The state Executive Office of Health and Human Services, in consultation with the Attorney General, would develop a multilingual outreach program to inform the public of the availability of earned sick time.

The proposed law would take effect on July 1, 2015, and states that if any of its parts were declared invalid, the other parts would stay in effect.

A YES VOTE would entitle employees in Massachusetts to earn and use sick time according to certain conditions.

A NO VOTE would make no change in the laws regarding earned sick time.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.
Given under our hands this 14th day of October, A.D. 2014.

	JOHN A. BULIAN, <i>Chairman</i>
	MAURICE HANDEL, <i>Vice Chairman</i>
	MATTHEW D. BORRELLI, <i>Clerk</i>
	MARIANNE B. COOLE
	DANIEL P. MATTHEWS
	<i>Selectmen of Needham</i>

A true copy,
ATTEST

2014

Constable (month) (day)

(Warrant must be posted by October 28, 2014, (at least *seven days* prior to the November 4, 2014 State Election).

**WARRANT FOR THE ANNUAL TOWN ELECTION, TUESDAY, APRIL 14, 2015
TOWN OF NEEDHAM, COMMONWEALTH OF MASSACHUSETTS**

Forfolk, ss. To either of the constables in the Town of Needham in said County. Greetings:
In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to
vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A - The Center at the Heights
Precinct B - The Center at the Heights
Precinct C - Newman School - Gymnasium
Precinct D - Newman School - Gymnasium
Precinct E - Broadmeadow School - Performance Ctr

Precinct F - Needham High School - Gymnasium
Precinct G - Needham High School - Gymnasium
Precinct H - Broadmeadow School - Performance Ctr
Precinct I - William Mitchell School - Gymnasium
Precinct J - William Mitchell School - Gymnasium

on TUESDAY, THE FOURTEENTH DAY OF APRIL, 2015 From 7:00 A.M. to 8:00 P.M. to cast their votes in the Annual Town Election
(Article 1) for the candidates for the following Town Offices: **Article 1:** One Moderator for One Year; Two Selectmen for Three Years;
One Assessor for Three Years; Two Members of School Committee for Three Years; One Trustee of Memorial Park (trustee of soldiers'
memorials - veteran) for Three Years; One Trustee of Memorial Park (trustee of soldiers' memorials - non-veteran) for Three Years; One
Trustee of Memorial Park (trustee of soldiers' memorials - non-veteran) for One Year; Two Trustees of Needham Public Library for Three
Years; One Member of Board of Health for Three Years; One Member of Planning Board for Five Years; One Member of Needham Housing
Authority for Five Years; One Commissioner of Trust Funds for Three Years; Two Members of Park and Recreation Commission for Three
Years; Eight Town Meeting Members from Precinct A for Three Years; Eight Town Meeting Members from Precinct B for Three Years;
Eight Town Meeting Members from Precinct C for Three Years; Eight Town Meeting Members from Precinct D for Three Years; Eight
Town Meeting Members from Precinct E for Three Years; One Town Meeting Member from Precinct E for One Year; Eight Town Meeting
Members from Precinct F for Three Years; Eight Town Meeting Members from Precinct G for Three Years; Eight Town Meeting Members
from Precinct H for Three Years; Eight Town Meeting Members from Precinct I for Three Years; One Town Meeting Member from Precinct
I for One Year; Eight Town Meeting Members from Precinct J for Three Years.

**The Annual Town Meeting for the transaction of business shall commence on Monday, May 4, 2015 at 7:30 P.M. at the James Hugh
Powers Hall at Needham Town Hall**

and you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least seven
days before the time of said meeting. Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on
or after said day and hour. Given under our hands at Needham aforesaid this 24th day of February, 2015.

THE NEEDHAM BOARD OF SELECTMEN

a True Copy
Attest:

**TOWN OF NEEDHAM
MASSACHUSETTS 02492**

**Annual Town Election
Tuesday, April 14, 2015
7:00 A.M. – 8:00 P.M.
Open to all registered Voters**

**WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 14, 2015
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS**

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	The Center at the Heights
Precinct B	-	The Center at the Heights
Precinct C	-	Newman School - Gymnasium
Precinct D	-	Newman School - Gymnasium
Precinct E	-	Broadmeadow School - Performance Center
Precinct F	-	Needham High School – Gymnasium
Precinct G	-	Needham High School – Gymnasium
Precinct H	-	Broadmeadow School - Performance Center
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on TUESDAY, THE FOURTEENTH DAY OF APRIL, 2015

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

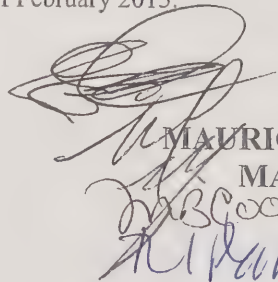
- One Moderator for One Year;
- Two Selectmen for Three Years;
- One Assessor for Three Years;
- Two Members of School Committee for Three Years;
- One Trustee of Memorial Park (trustee of soldiers' memorials – veteran) for Three Years;
- One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;
- One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for One Year;
- Two Trustees of Needham Public Library for Three Years;
- One Member of Board of Health for Three Years;
- One Member of Planning Board for Five Years;
- One Member of Needham Housing Authority for Five Years;
- One Commissioner of Trust Funds for Three Years;
- Two Members of Park and Recreation Commission for Three Years;

- Eight Town Meeting Members from Precinct A for Three Years;
- Eight Town Meeting Members from Precinct B for Three Years;
- Eight Town Meeting Members from Precinct C for Three Years;
- Eight Town Meeting Members from Precinct D for Three Years;
- Eight Town Meeting Members from Precinct E for Three Years;
- One Town Meeting Member from Precinct E for One Year
- Eight Town Meeting Members from Precinct F for Three Years;
- Eight Town Meeting Members from Precinct G for Three Years;
- Eight Town Meeting Members from Precinct H for Three Years;
- Eight Town Meeting Members from Precinct I for Three Years
- One Town Meeting Member from Precinct I for One Year;
- Eight Town Meeting Members from Precinct J for Three Years.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 24th day of February 2015.



JOHN A. BUILIAN, *Chairman*

MAURICE P. HANDEL, *Vice Chairman*

MATTHEW D. BORRELLI, *Clerk*

MARIANNE B. COOLEY

DANIEL P. MATTHEWS

Selectmen of Needham

A true copy,
ATTEST

Constable

(month) (day)

2015

TOWN OF NEEDHAM



2015 ANNUAL TOWN MEETING WARRANT

Election: Tuesday, April 14, 2015

Business meeting: Monday, May 4, 2015

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to Annual Town Meeting.

2015 Annual Town Meeting Warrant
Table of Contents

	PAGE
Finance Committee Fiscal Year 2016 Budget Recommendations	1
2016 Annual Town Meeting Warrant Index	13
Summary of Revenue FY2014 – FY2016 General Fund Only.....	15
Summary of Expenditures FY2014 – FY2016 General Fund Only	16
FY2016 General Fund Budget Recommendations – Submitted by Finance Committee	17
Reserve Fund Transfers	65
General Government Salary & Staffing Schedule	67
School Department Salary & Staffing Schedule.....	72
Debt Service – Schedule of Authorized & Issued	Appendix A
Open and Authorized Projects and Proposed Projects Financed by Debt	Appendix B

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March 13, 2015

Fellow Town Meeting Members,

The Finance Committee is pleased to present both its 104th Annual Report to Town Meeting, and its recommended budget for Fiscal Year 2016. While economic conditions have improved since the most recent recession, the rate of economic growth on both state and national levels remains modest. Needham, however, is expecting more promising revenue growth. Free Cash came in strong in FY15, providing sufficient funding for priority capital needs, financial warrant articles, and limited support of the operating budget.

Although the Town is in sound fiscal shape, the budgeting process for FY16 has required some serious deliberations and balancing. In last year's warrant letter, we stated that the Town could expect upcoming increases in health insurance and energy costs. Those expectations have become realities, and we are looking at notable increases in both health insurance and electricity and natural gas expenses in the FY16 budget. The Town has enjoyed a number of years of health insurance costs that decreased or increased only modestly due to the phased transition to lower cost plans. Although we did reset the base costs, and therefore have much lower costs than we would have without the cost savings measures, we should now expect more pronounced increases moving forward, in keeping with the market. It is well known that medical costs have continued to rise steeply over the years. Health insurance premiums that cover those costs will necessarily increase as well. Another area of significant growth is in energy costs. Although the costs of gasoline and heating oil have come down recently, electricity and natural gas prices have risen significantly. The Town has made, and continues to make, energy efficiency upgrades to its buildings. These upgrades are effective and have kept costs lower than they would otherwise be. However, this year, the cost of natural gas has risen steeply and is expected to remain high in the near term due to a temporary supply issue, which has had a major impact on heating costs. The Town has transitioned from using primarily heating oil to using almost all natural gas for heating, so the increase in natural gas pricing will have a significant effect on the Town's heating costs. In recent years, the Town has added buildings to its inventory that need heating and cooling, and has also made other additions to infrastructure such as new traffic lights and lighted parking lots that add to overall energy use. And as we know all too well, our area has experienced an extraordinary snowy and cold winter which has driven up energy costs. The result is increasing costs, despite increasing efficiency.

The School Department is also experiencing significant cost increases. Some increases are due to increased enrollment, additional state and federal mandates, and expanding technology needs. But the most substantial increase is resulting from new and rising special education expenses. These special education expenses are an extremely high-cost and volatile, and they are difficult to control. The Finance Committee has discouraged the inclusion of budget contingencies within the School Department budget for special education expenses, and it prefers instead to rely on transfers from the Reserve Fund for extraordinary or unforeseen expenses. The Finance Committee has continued working with the School Committee and the School Department to reach a reasonable and fair budget.

The Finance Committee began its preparation of the FY16 budget in November, 2014, when Committee liaisons participated in the Town Manager's departmental budget meetings. Each department was assigned at least one Finance Committee liaison who met with the department

head to review the budget and establish the framework of the review of that budget for the rest of the Committee. The Finance Committee held its own budget hearings from December, 2014 through February, 2015. The Finance Committee asks sometimes probing and difficult questions in order to get a detailed understanding of each department's operations and spending needs. The Finance Committee needs comprehensive information in order to be able to balance competing spending needs and to develop a sound budget that will serve the best interests of the entire Town.

The Finance Committee would like to express its continuing appreciation to the Town Manager and the School Superintendent for their efforts to build sustainable programs that both address current needs and make the investments necessary to meet future needs.

Revenue Summary

Total General Fund revenue is projected to increase by 5.7% in FY16. General Fund Revenue projections for FY16 include increases in two of the principal sources of revenue: property taxes and local receipts. State aid, another important source of revenue, is projected to remain flat, based on repeated representations of the new governor. The amount of Free Cash within General Fund revenue is also increasing.

Property tax receipts comprise the largest source of revenue for Needham, accounting for 81.3% of projected General Fund Revenues in FY16. Our revenue projections assume an increase of 3.9%, or approximately \$4.4 million, in property taxes for FY16. Almost \$2.7 million of this property tax increase consists of the allowable tax levy increase under Proposition 2 ½. An additional \$2 million of the increase in property taxes is due to new growth, or increases in property values, which are added to the tax base. New growth remains strong year over year, though the levels tend to fluctuate depending in large part on the number of large commercial projects in a given year. In FY16, new growth is projected to be strong due to additional development at Needham Crossing. The overall increase in FY16 projected property tax revenue is tempered by the fact that all projects funded with debt exclusions have been wrapped up and borrowing completed. As a result, the peak payments for those projects have passed and fewer property taxes will be collected to service those debts. Tax revenues for excluded debt will be approximately \$6.1 million, a decrease of 6.7% compared to FY15.

Total state aid, which is primarily composed of Cherry Sheet aid, is determined as part of the state budget process. (The Cherry Sheet is the official notification of aid and assessments from the state to municipalities, once issued on colored paper.) State aid accounts for 7.4% of the projected General Fund revenue for FY16. The proportion of state aid to revenue is decreasing slightly from 7.8% in FY15, since state aid is projected to be level-funded for FY16. The new governor has promised repeatedly that he will not close the existing state budget gap through decreases in local aid, particularly Chapter 70 aid for schools and unrestricted government aid. Therefore, state aid budget projections for FY16 are equal to the FY15 budget.

Local receipts, another important General Fund revenue source, include revenues received for automobile, hotel room, and meal excise taxes, licensing and permitting fees, fines and penalties, and income from departmental activities and services. For FY16, local receipts are projected to comprise 5.9% of General Fund revenue. Projections of local receipts are based on conservative

assumptions in order to protect against an unexpected drop in one of the revenues. FY16 revenue projections assume an increase of 5.0% over the projected local receipts for FY15.

Free Cash is another substantial component of General Fund revenue. Free Cash is derived from revenue collections that are greater than estimates and expenditures that are lower than appropriations at the close of the prior fiscal year. After the close of a fiscal year, the amount of Free Cash must be certified by the Department of Revenue and then becomes available for appropriation. The Free Cash being appropriated for FY16 is coming from extra revenues and unspent appropriations at the close of FY14. Those funds were certified this year in the amount of \$6,207,875 million and can now be appropriated by Town Meeting. While this level of Free Cash is significantly lower than the \$10.1 million in Free Cash that was certified in FY14, that year was an anomaly and, due to a timing issue, effectively captured two years of excess funds. The average of Free Cash certified in the past three years is \$6.17 million. The five-year average is \$5.4 million. Although the amount of Free Cash certified in FY15 is lower than the amount certified the previous year, the amount of Free Cash being applied to the total General Fund revenue for FY16 is significantly higher than the amount of Free Cash being applied currently to FY15 General Fund revenue. This is because the amount of Free Cash certified last year was divided among both FY14 and FY15 needs. In FY15, \$4.2 million of General Fund revenue was attributable to Free Cash, while in FY16, \$6.2 million of General Fund revenue is from Free Cash.

The Town is careful to rely only on recurring revenues to support ongoing operating expenses. Because the Town consistently budgets in a conservative manner, each year a portion of Free Cash is considered to be recurring and thus used to support operating expenses. The balance is used for cash capital, supplementing reserves, or other one-time needs. The formula used to determine the recurring portion of Free Cash for operations is the lesser of 2% of the adjusted departmental operating budget for the prior fiscal year or the actual turn-back. The actual turn-back from FY14 was \$1.4 million. 2% of the adjusted FY14 departmental budget is \$1.8 million. However, the recommended FY16 budget uses \$1,941,264 of Free Cash toward the operating budget. This amount is deemed appropriate in part because some of the Free Cash revenue will be recurring, the result of higher property taxes on new property developments, and in part because the School Department budget was increased in order to cover operating capital needs that have been previously covered by the cash capital budget. The reason for this shift is to make the School Department's budget consistent with the rest of the Town's budget which defines capital items as items costing over \$25,000 with a useful life of more than five years.

At the time of this writing, the estimated total General Fund Revenue for Fiscal Year 2016 is projected to be \$144,746,097, of which \$142,586,938 is available for appropriation. This represents an increase of 6.4% over FY15's appropriations. The Finance Committee recommends that \$135,799,837 be allocated to the FY16 Operating Budget.

FY16 Operating Budget

The total operating budget for FY16 is \$135,799,837, which is 5% higher than the approved FY15 operating budget. Last year's recommended increase was 2.9% when the warrant was printed. However, this increase was later raised to 4.1% after the voters approved an override of \$1,548,410 to fund the School Department's proposed supplemental budget. The FY14 and

FY13 budgets each increased 4.7% over the preceding year. The increases in the three major components of the FY16 budget are:

Townwide Expenses	5.5%
Municipal Departments (excluding Education)	4.0%
Education	5.3%

The principal drivers of each component of the budget are discussed below.

Townwide Expenses

The FY15 budget recommendation includes an increase of 5.5% in Townwide Expenses. The primary increases in Townwide Expenses are in the Retirement Assessments, Employee Benefits and Employer Assessments, and Retiree Insurance and Insurance Liability Fund line items.

The FY16 Retirement Assessments line item is increasing by 9.4%, or \$529,112. This line item covers pensions for retirees as well as unfunded pension liability. The increase is more pronounced due to a reduction in the assumed rate of return of assets from 8.00% to 7.75%. This change has been a goal of the Retirement Board. The Retiree Insurance Program and Insurance Liability Fund line is increasing by 8%, or \$396,104. The program, also known as “OPEB” (other post-employment benefits), is also part of the benefits for retirees. As with the Retirement Assessments, the Retiree Insurance Plan and Insurance Liability Fund line item increase is amplified in FY16 because the assumed rate of return of assets is being decreased from 8.00% to 7.75%. Note that there is an article in this Town Meeting warrant to increase the base amount for calculating a cost of living adjustment (COLA) for retirees from \$12,000 to \$14,000.

The Employee Benefits line is increasing by 9.9%, or \$1,098,785, in the FY16 proposed budget. The primary cause of this increase is an increase of 12.5% in health insurance premiums. The increase is also affected by an assumed increase in headcount of 7.2 full-time equivalent employees (FTEs) in the School Department and 2.0 FTEs in the Town departments. The Finance Committee encourages careful consideration before adding new positions to the operating budget, because the costs include not only salary, but also legacy expenses that are less obvious but can be very expensive. This line also includes the costs of two additional elements of employee benefit expense: workers compensation and unemployment. Workers’ compensation is increasing 4.0% based on the average projected growth in salaries and wages. Unemployment is level-funded for FY16.

For the second year in a row, the Debt Service line item will be decreasing in FY16. The Debt Service line item, which covers payments for outstanding debt obligations, is decreasing by 3.1%, or \$363,583. This line item includes debt service for both excluded debt and debt within the levy. FY14 was the peak year for the Town Hall, the Newman School and other projects funded with excluded debt. Since then, debt service for excluded debt has been decreasing. As noted above, the decrease in debt service for excluded debt lowers revenue as well, since the excluded debt is directly supported by additional tax assessments. When the debt payments decrease, the Town collects less.

The Casual, Liability, Property and Self-Insurance line item accounts for the insurance coverage which the Town receives through the Massachusetts Inter-local Insurance Agency (MIIA) for

buildings, vehicles, property damage, and liability, as well as a small contingency for non-covered claims. This line item is increasing by 3.3%, or \$18,000 in FY16, primarily for premium increases.

The Classification, Performance, and Settlements line item is a reserve for personnel related needs during the fiscal year, such as performance-based salary increases for managers, changes due to new collective bargaining agreements, or funding changes to the classification and compensation plan. This line item is increasing by \$56,000 over the F15 appropriation. As of this writing, collective bargaining agreements have not been settled for FY16 for the Police Union, the Police Superior Officers Association, and the Building Custodian Tradesman Independent Association. If any contract is settled after the FY16 operating budget is appropriated, funding can be transferred from this line item to cover an increase in personnel costs in another budget line item.

The Reserve Fund provides for extraordinary or unforeseen budget needs that arise during a fiscal year. The Reserve Fund has been used to fund expenses such as unexpected legal or energy costs, replacement of damaged equipment, and extraordinary snow and ice removal. The recommended Reserve Fund appropriation for FY16 is \$1,565,267, an increase of 5.1% over the FY15 budget. As part of its FY16 budget deliberations, the Finance Committee shifted \$150,000 from the School Department budget into the Reserve Fund pending further discussions with the School Department regarding the 1:1 technology program at the High Rock School, all of which is discussed in greater detail below in this letter under the section entitled “Education”. The Finance Committee also moved funds originally proposed for the Reserve Fund into the Employee Benefits and Employer Assessment line to help meet the unexpected increase in health insurance premiums. The Town is currently evaluating different health insurance options for later years.

Municipal Departments (excluding Education)

The Municipal Departments category includes 20 different budgets comprised of operational departments, boards and committees, and the municipal parking and street lighting programs. This report groups those budgets within Municipal Departments by functional groups.

General Government and Land Use

The General Government and Land Use budgets include the Town’s administrative departments. The FY16 proposed budget for all General Government departments is increasing by 3.7% over the FY15 budget. The Board of Selectmen/Town Manager budget line item increased 7.9% over FY15 in order to provide funding for a Management Fellow in the amount of \$36,012. This allocation will fund 71% of this position, while the Personnel Board budget will fund \$15,000, or 29%, of the position. This proposal will provide one year of funding for the Management Fellow. Next year, the Town will determine whether the position should be continued. If so, the Town Manager would submit a budget request to add the position on a permanent basis.

The Town Clerk and Board of Registrar’s FY16 budget is decreasing slightly by 0.7%. This is due primarily to a decrease from three scheduled elections in FY15 to two elections in FY16. The Town Counsel’s budget includes a minimal increase of 0.6%. The Personnel Board budget is level-funded at \$15,000. The funding has been transferred from expenses to salaries in order

to fund part of the Management Fellow position. The funds have traditionally been used for funding outside consultants. The Finance Department budget is increasing 1.7% in FY16, covering software licensing costs and technology replacements. The Finance Committee's budget is increasing 4.6% from FY15 due to an increase in projected salary expenses.

Recently the Board of Selectmen, upon the recommendation of the Town Manager, voted to consolidate the budgets of the Planning and Economic Development Department and the Community Development Department so as to create one budget for the newly named Planning & Community Development Department. Accordingly, the Finance Committee has followed this direction and is setting forth one budget for the Planning & Community Development for FY16. The Planning & Community Development Department budget is increasing 13.2% in FY16. The increase in this budget is entirely in salary and wages, primarily as a result of the shift of the funding of the Community Housing Specialist position from the Community Preservation Act (CPA) fund into the operating budget. This will increase the department's FY16 budget by \$17,000. Expenses in this department are flat. The Planning & Community Development Department requested additional funding in its operating budget to fund potential consulting services. However, the Town is instead seeking \$45,000 of funding through an article in the Special Town Meeting warrant to cover this cost. If the article is approved, the funding will come from a nonrecurring source, and will remain available to the department if not needed by the end of the fiscal year.

Public Safety

The three Public Safety Departments -- Police, Fire, and Building Departments -- have a combined increase of 1.7% in FY16. The Police Department budget is increasing 1.3%. This includes an added contingency to cover wages paid for detail work when the fees are deemed uncollectible. The FY16 Police Department budget does not include cost-of-living increases for members of either the Police Union or the Police Superior Officers Association, since neither union agreement had been settled for FY16 by the time this report was submitted. As noted above, allowance for an increase is provided in the Classification, Performance and Settlements line in Townwide Expenses.

The Fire Department budget is increasing 1.9% in FY16, due to minor increases in salary and wages and in expenses, as well as a decrease in operating capital. The Finance Committee decreased the expenses of both the Police and Fire Departments to reflect an 18% reduction in the projected vehicle fuel costs for FY16. The Police Department gasoline budget was reduced \$19,595, and the Fire Department diesel budget was decreased \$7,154.

The Building Department budget is increasing 3.8% due to contractual salary and wage increases. The expense budget remains level from FY15.

Public Facilities and Public Works

This segment of the budget, which includes the Public Facilities Department, the Department of Public Works (DPW), the Municipal Parking Program and the Municipal Street Lighting Program, is increasing 5.8% in FY16.

The Public Facilities budget is increasing by 6.6% in FY16. This segment of the budget includes one department, Public Facilities, with two divisions: Construction and Maintenance. The

Construction division budget is increasing due to contractual salary and wage increases and modest increases in expenses. The Maintenance division is responsible for the maintenance and custodial operations at all Town and school buildings. The salary and wage line item in the Maintenance division budget is increasing with the addition of a new full-time custodian to cover the Center at the Heights and the Emery Grover building. Since this work is currently being done on an overtime basis, the increase in the regular salary and wage line was offset by a reduction in overtime costs. The expense budget for the Maintenance division, which covers the energy costs for almost all Town buildings, is increasing to cover the significant increases projected in natural gas costs. The Finance Committee decreased the Public Facilities budget for gasoline by 18%, or \$5,440, due to an adjustment in assumed vehicle costs for FY16.

When the Finance Committee developed this budget recommendation, the Town had not yet reached an agreement with the Building Custodian Tradesman Independent Association for FY16. Thus, the FY16 Public Facilities budget presented here includes no cost of living increases for positions in that union. The FY16 Classification, Performance and Settlement line includes an allowance for additional personnel costs.

The DPW budget's increase is attributable primarily to contractual salary and wage increases. The expenses include some additional protective gear for first responders that may be near live wires. The Finance Committee reduced the DPW budget for fuel expenses by 18% due to the adjustment in the projected fuel prices mentioned above. Diesel expenses were reduced \$19,974, and gasoline expenses were reduced \$8,428.

The FY16 Municipal Parking Program budget is increasing 36.8% compared to FY15. This large increase is due primarily to the growth in the number and size of parking lots maintained by the Town in the wake of recent property acquisitions. The budget also includes an annual increase in the lease payment for the Needham Center MBTA lot, and the cost of leasing the additional Library parking at the Christ Episcopal Church which had previously been paid through the Library's state aid account. The Municipal Street Lighting Program budget is increasing 15.3% due to increasing energy costs and a projected increase in contractual maintenance costs.

Community Services

This section of the operating budget includes six separate budgets. They make up only 2.6% of the overall operating budget, but offer significantly more in services, as they receive outside support from volunteers, grants, and donations. The Community Services budgets are increasing 6.1% in FY16. The Health budget has merged with the Human Services budget to comprise one Health and Human Services (HHS) budget in FY16. The FY16 HHS budget is 8.1% higher than the total of the FY15 Health and the Human Services budgets. The FY16 budget has been increased to support the Traveling Meals program in the Health division. While the request was only partially funded, the budget will be able to cover some out-of-pocket costs for volunteers. The FY16 budget also funds a new administrative assistant position at the Council on Aging (COA.) The Town hopes to expand the hours and programming at the new Center at the Heights. Having sufficient staffing is critical to reaching that goal.

A number of HHS requests were deferred including additional hours for a COA social worker, and funding for the part-time substance abuse administrator. Note that this part-time substance

abuse administrator position is separate from the substance abuse program director position which is fully funded in the FY16 operating budget. The substance abuse director position was funded by a grant which covered funding for one quarter of FY15. In the FY15 budget process, a grant application was pending for the remaining funding. The Health Department requested funding for the position since it was concerned about continued funding after several other local towns had lost their funding from the same program. The Finance Committee recommended holding off funding the position in the FY15 operating budget until the status of the grant funding was clear. The Committee recommended moving the position into the operating budget if the grant was not awarded. Ultimately, the grant was not funded, and at the Fall 2014 Special Town Meeting, the Finance Committee recommended an amendment to the FY15 budget which fully funded the substance abuse program director position. That position was fully incorporated in the annual HHS operating budget for FY16.

The Commission on Disabilities budget has been increased by \$1,500 over the FY15 appropriation to cover a stipend for the Town Liaison to the Commission. The stipend had previously been paid from the Park and Recreation Department. There is a corresponding decrease in the Park and Recreation budget.

The budget for the Library is increasing 5.4% for FY16. This includes the transition of the funding of the Children's Programming Librarian from the Library state aid account into the FY16 operating budget. The Finance Committee supports moving positions into the operating budget when feasible. Reliance on external funding is not sustainable as a long-term strategy. While there was discussion of also moving funding for additional circulation desk hours into the operating budget, that was not workable for FY16 in light of other budgetary needs. The Library state aid account has sufficient funding to cover the circulation desk hours for the coming fiscal year.

The Park and Recreation Budget is increasing 1.7% due to salary and wage increases. As stated above, \$1,500 was shifted from this budget to cover the stipend for a liaison for the Commission on Disabilities previously paid by this department.

The Finance Committee's recommended FY16 budget maintains level funding for the Historical Commission and the Trustees of Memorial Park. Representatives from each group presented to the Committee their plans for achieving FY16 service goals at FY15 funding levels.

Education

The total FY16 Education budget is \$61,954,321, which represents 45.6% of the total General Fund operating budget. The Education section of the budget has two components: the Town's assessment for the Minuteman Regional High School, and the operating budget for the Needham Public Schools. The Minuteman Regional High School's preliminary assessment for FY16 is \$654,134, a decrease of 26.8% from FY15 due to a decrease in enrollment by Needham students. The budget for the Needham Public Schools totals \$61,300,187, an increase of \$3,338,899, or 5.8%, over the FY15 appropriation.

The Finance Committee's recommended FY16 budget funds almost all of the operations and expenses in the School Committee's voted budget as well as in the Town Manager's FY16 recommendation. The Finance Committee's recommendation includes \$165,000 of funding

above the Superintendent's budget request to cover the escalating costs of special education tuition. This funding was recommended by the Town Manager, and included in the School Committee's voted budget. The Finance Committee did make a modest decrease of \$47,621 to that amount, to balance the overall operating budget and to sufficiently fund the Employee Benefits and Employer Assessments line item in Townwide Expenses which is facing pressure from increasing health insurance premiums.

The Town Manager recommended including \$259,520 for School Department operating capital in the operating budget. Of that amount, \$202,000 was designated for the 1:1 technology program for the 6th grade at the High Rock School. The Finance Committee recommended funding \$109,520 of the operating capital in the School Department budget. The Finance Committee's budget provides \$52,000 for the 1:1 technology program, which would fully fund the program if the School Committee were to follow the FY15 funding plan in FY16, where 85% of the students supply their own devices. After the Finance Committee voted its draft budget recommendation, the School Committee decided not to continue with the same financing structure in FY16, and instead to provide a device for each student free of charge. However, the School Committee has not proposed a financing plan. At this time, because there is no financing plan in place for FY16, the Finance Committee's recommended budget provides only \$52,000 for the 1:1 technology program to continue the program with the current financing plan. The Finance Committee moved \$150,000 from the School Department requested budget into the Reserve Fund line until there is new financing plan in place for the 1:1 technology program for FY16.

The School Department is currently exploring the options of either purchasing the devices for the 1:1 program outright or entering into a 3-year lease. It has found that the cost of the program if the devices are purchased outright would be \$260,280, which is \$58,280 above the originally requested budget for the program. The School Department has represented that the cost of student apps, \$18,000, which was included in the program cost will be covered in its operating budget. However, even without the cost of the apps, the original request of \$202,000 leaves a shortfall of \$40,280 for the 1:1 program. The Finance Committee strongly encourages the School Department to purchase the devices outright for the 1:1 program if possible within the proposed budget. Leasing the devices is less desirable than an outright purchase because, although leasing is less expensive in the first year, leasing is more expensive in the long run and requires a three-year financial commitment. Purchasing the devices is not only less costly in the long run, but provides flexibility to make changes next year.

As noted above, the amount budgeted in the Finance Committee's current recommendation will allow the 1:1 technology program to continue with this year's financing plan. The Finance Committee decided to earmark up to \$190,000 more of the funds in the Reserve Fund in this budget recommendation for potential inclusion in the School Department operating capital budget for the 1:1 technology program. In addition to the \$52,000 already in the budget for the technology program, this extra \$190,000 would fully fund the School Department's initial request of \$202,000, plus provide an additional \$40,000 for the anticipated shortfall in the program. This would provide a total of up to \$242,000 of funding for the 1:1 technology program in FY16. If the School Committee ultimately recommends a financing plan for the 1:1 program for outright purchase of the devices within a budget of \$242,000, then the Finance

Committee has made a commitment to amend its current budget recommendation to fund the 1:1 technology program with the \$52,000 currently in that budget, plus up to an additional \$190,000 from the Reserve Fund line in the recommended budget as needed to purchase the devices. The Finance Committee understands that the Reserve Fund provides an important financial protection for the Town for cases of extraordinary or unforeseen expenses. The Finance Committee is comfortable with moving these funds if necessary from the Reserve Fund into the School Department budget prior to the appropriation of the FY16 budget at the 2015 Annual Town Meeting. The revenue assumptions underlying the FY16 budget are conservative. In the fall of 2015, we expect to have additional data which will enable the Town to revise the revenue estimates. If those estimates come in stronger than the current estimates, as we expect, there will be additional funds which can be used to supplement the Reserve Fund at that time.

The Finance Committee continues to monitor special education costs in the School Department budget, particularly out-of-district tuitions and related transportation costs. This part of the budget is very volatile, and experiences significant fluctuations. The initial positive indications from the recent special education organizational restructuring are encouraging. The hope is that some costs will be avoided by strengthening in-house programs and building stronger relationships with families of students in the special education system.

Cash Capital

After two years of unusual swings, Free Cash was certified in the amount of \$6,207,875. Of this amount, \$1,941,264 will be applied to the operating budget, and \$1,941,411 has been designated for cash capital. This number is somewhat lower than recent years because this year certain items, such as the School technology request, have been shifted to the operating budget. This change is intended to make sure that only items that are required to be included in the Town's Capital Improvement Plan, items that cost at least \$25,000 and have a useful life of over 5 years, are funded through cash capital. There is some concern that because the operating capital items are being funded by non-recurring revenues in FY15, their funding is vulnerable to variations in revenue. The Finance Committee plans to review this shift of operating capital expenses into the operating budget in the coming years to ensure that the School Department's purchasing needs are being met without cutting into other operations.

The proposed allocation of \$1,941,411 of Free Cash for capital items will fund all of the Town's priority cash capital needs recommended by the Town Manager and voted by the Board of Selectmen. The Finance Committee discussed capital requests with each department manager. As this is being written, the Finance Committee is finalizing its review of cash capital, but so far it has found that the requests have generally been reasonable and well considered. The Finance Committee especially supports the changes in the Fleet Replacement program which has reexamined life expectancy of new vehicles, the condition of existing vehicles, and the specific needs of the various departments, resulting in a more sustainable replacement system and the proposed acquisition of vehicles that better serve departmental needs.

Closing Comments

The Finance Committee is recommending a balanced budget for FY16 that will continue to provide high quality services to the citizens, to maintain and improve the Town's infrastructure, and to meet the Town's capital needs. Despite recent economic challenges, the Town has been

able to continue to operate at a high level and to bolster reserves. With this FY16 budget, as in recent years, the Town will be able to maintain its strong financial condition by exercising restraint and making efforts to contain costs where possible. The Town must engage in very careful planning moving forward as many large capital projects are currently on the horizon. The Finance Committee looks forward to working closely with Town and School administrators and other Boards and Committees during this process.

The Finance Committee would like to recognize the hard and excellent work of the Town Manager, the Director of Finance, the Superintendent of Schools, the Director of Financial Operations for the Schools, and the department heads and managers. Those persons all worked closely with the Finance Committee throughout the budgeting process, and they were unfailingly professional and responsive to our requests. The Finance Committee greatly values their candid and constructive approach to addressing competing operational needs. The Finance Committee would also like to recognize the residents who dedicate their time and effort to serving our community through elected and appointed positions. We could not accomplish our mission as effectively without their generous assistance and support.

Finally, the Chair would also like to thank each member of the Finance Committee for their dedication and meticulous work examining and prioritizing financial issues, balancing the budget, and reviewing the Town's capital plans and investments. It has been a privilege and an honor for me to serve with such dedicated and talented persons as we strive to balance both the short and long term interests of the Town and its residents.

Respectfully submitted on behalf of the Finance Committee,



John P. Connelly, Chair

Committee Members:

Louise Miller, Vice Chair
Richard Creem
James Flinton
Richard Lunetta

Richard Reilly
Lisa Zappala
Richard Zimbone
Louise Mizgerd, Executive Secretary

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Article	Description	Inserted By	Page
1	Annual Town Election		23
2	Committee And Officer Reports		24
HUMAN RESOURCES ARTICLES			
3	Establish Elected Officials' Salaries	Personnel Board	24
4	Fund Collective Bargaining Agreement – Needham Building Custodian And Tradesman Independent Association (BCTIA)	Board of Selectmen	25
5	Fund Collective Bargaining Agreement – Police Union	Board of Selectmen	25
6	Fund Collective Bargaining Agreement – Police Superior Officers	Board of Selectmen	26
FINANCE ARTICLES			
7	Accept Chapter 73, Section 4 Of The Acts of 1986	Board of Selectmen	26
8	Appropriate for Needham Property Tax Assistance Program	Board of Selectmen	26
9	Appropriate for Senior Corps	Board of Selectmen	27
10	Appropriate for Memorial Park Landscape Improvements	Board of Selectmen	27
11	Appropriate for At-Grade Crossing Feasibility Study	Board of Selectmen	28
12	Appropriate for Sidewalk Needs Assessment	Board of Selectmen	28
13	Appropriate for Public Facilities Maintenance Program	Board of Selectmen	28
14	Appropriate for DPW/Public Services Administration Building Location Feasibility Study	Board of Selectmen	29
15	Appropriate for RTS Roll-Off Replacement Program	Board of Selectmen	29
16	Appropriate the FY2016 Operating Budget	Finance Committee	30
17	Appropriate the FY2016 RTS Enterprise Fund Budget	Board of Selectmen & Finance Committee	30
18	Appropriate the FY2016 Sewer Enterprise Fund Budget	Board of Selectmen & Finance Committee	32
19	Appropriate the FY2016 Water Enterprise Fund Budget	Board of Selectmen & Finance Committee	34
20	Continue Departmental Revolving Funds	Board of Selectmen	36
21	Authorization To Expend State Funds for Public Ways	Board of Selectmen	37
ZONING / LAND USE ARTICLES			
22	Amend Zoning By-Law – Medical Marijuana Treatment Center and Off-Site Medical Marijuana Dispensary	Planning Board	37
23	Amend Zoning By-Law - Definition of Half-Story	Planning Board	42
24	Amend Zoning By-Law - Definition Of Half-Story, Schedule Of Use Regulations And Dimensional Requirements For Commercial Districts	Planning Board	43
25	Amend Zoning By-Law - Allowing More Than One Municipal Building and/or Use On A Lot	Planning Board	45
26	Amend Zoning By-Law - Description of Flood Plain District	Planning Board	46
27	Amend Zoning By-Law - Map Change to Flood Plain District	Planning Board	46

Article	Description	Inserted By	Page
GENERAL ARTICLES / CITIZENS' PETITIONS / COMMITTEE ARTICLES			
28	Accept Provisions of M.G.L. – Increase in Retiree COLA Base	Retirement Board	47
29	Home Rule Petition/Amend Town of Needham Charter Part 3, Town Officers, Section 18. Moderator	Town Clerk	47
COMMUNITY PRESERVATION ACT ARTICLES			
30	Appropriate for Rosemary Pool	Community Preservation Committee	48
31	Appropriate for Newman Athletic Fields	Community Preservation Committee	49
32	Appropriate for Eastman Conservation Area	Community Preservation Committee	49
33	Appropriate for Mills Field	Community Preservation Committee	49
34	Appropriate for Ridge Hill/Student Conservation Association	Community Preservation Committee	50
35	Appropriate for Boat Launch	Community Preservation Committee	50
36	Appropriate for Rail Trail	Community Preservation Committee	50
37	Appropriate to Community Preservation Fund	Community Preservation Committee	51
HIGH SCHOOL ARTICLES			
38	Home Rule Petition/Construct Additions to High School Under GL CH 149A	School Committee	51
39	Appropriate for High School Expansion	Board of Selectmen	52
CAPITAL ARTICLES			
40	Rescind Bond Authorizations	Board of Selectmen	53
41	Appropriate for General Fund Cash Capital	Board of Selectmen	53
42	Appropriate for Public Works Infrastructure Program	Board of Selectmen	57
43	Appropriate for Central Avenue/Elliot Street Bridge Construction	Board of Selectmen	58
44	Appropriate For Sewer Enterprise Fund Cash Capital	Board of Selectmen	59
45	Appropriate for Sewer Pump Station Improvements	Board of Selectmen	59
46	Appropriate for Water Enterprise Fund Cash Capital	Board of Selectmen	60
47	Appropriate for Water System Rehabilitation Program	Board of Selectmen	61
TOWN RESERVE ARTICLES			
48	Appropriate to the OPEB Trust Fund	Board of Selectmen	62
49	Appropriate to Athletic Facility Improvement Fund	Board of Selectmen	62
50	Omnibus	Board of Selectmen	63

Summary of Revenue
FY2014 - FY2016
General Fund Only

	FY2014	FY2015	FY2016
Local Estimated Receipts			
Local Excises and Other Tax Related Collections	\$6,540,474	\$5,100,000	\$5,363,525
Departmental Activities	\$4,057,273	\$2,843,700	\$2,986,500
Fines & Forfeits & Assessments	\$142,117	\$112,000	\$112,000
Investment Income	\$77,523	67,500	67,500
Miscellaneous Revenue	\$91,504	13,300	13,800
Miscellaneous Non-recurring	<u>\$307,299</u>	<u>0</u>	<u>0</u>
SUB-TOTAL	\$11,216,190	\$8,136,500	\$8,543,325
Property Taxes & State Aid			
Real & Personal Property Tax Levy	\$105,364,396	\$113,303,760	\$117,685,993
Cherry Sheet Revenue (State Aid)	<u>\$10,372,414</u>	<u>\$10,661,337</u>	<u>\$10,661,337</u>
SUB-TOTAL	\$115,736,810	\$123,965,097	\$128,347,330
Other Available Funds & Free Cash			
Undesignated Fund Balance (Free Cash)	\$8,135,372	\$4,152,348	\$6,207,875
Overlay Surplus	\$1,000,000	\$500,000	\$1,000,000
Reserved for Appropriation - Parking	\$40,000	\$40,000	\$65,000
Transfer from other Articles	\$98,070	\$0	\$404,300
Reserved for Debt Exclusion Offset	<u>\$206,310</u>	<u>\$105,026</u>	<u>\$99,550</u>
SUB-TOTAL	\$9,479,752	\$4,797,374	\$7,776,725
Total General Fund Revenue	\$136,432,752	\$136,898,971	\$144,667,380
Adjustments to General Fund Revenue			
Enterprise & CPA Reimbursements	<u>\$2,379,967</u>	<u>\$2,172,171</u>	<u>\$1,984,438</u>
SUB-TOTAL	\$2,379,967	\$2,172,171	\$1,984,438
Total Revenue Available for General Fund Uses	\$138,812,719	\$139,071,142	\$146,651,818

Account Balances

Athletic Facility Improvement Fund	As of March 31, 2015	\$943,245
Capital Facility Fund	As of March 31, 2015	\$1,297,725
Capital Improvement Fund	As of March 31, 2015	\$651,119
Free Cash	As of March 31, 2015	\$6,207,875
Parking Meter Fund	As of March 31, 2015	\$279,292
Sewer Enterprise Fund Retained Earnings	As of March 31, 2015	\$1,667,645
Solid Waste Enterprise Fund Retained Earnings	As of March 31, 2015	\$690,498
Stabilization Fund	As of March 31, 2015	\$3,856,577
Water Enterprise Fund Retained Earnings	As of March 31, 2015	\$2,049,563

Summary of Expenditures

FY2014 - FY2016

General Fund Only

	Expended FY2014	Current Budget FY2015	Recommended FY2016
Town Wide Group	\$33,574,391	\$35,305,098	\$37,230,091
Department Budgets			
Board of Selectmen/Town Manager	\$855,539	\$824,899	\$890,303
Town Clerk/Board of Registrars	\$299,466	\$360,377	\$357,934
Town Counsel	\$303,315	\$327,584	\$329,422
Personnel Board	\$0	\$15,000	\$15,000
Finance Department	\$2,305,639	\$2,511,808	\$2,553,301
Finance Committee	\$32,109	\$33,687	\$35,225
Planning and Community Development	\$408,858	\$432,033	\$489,274
Police Department	\$5,466,099	\$6,062,776	\$6,139,571
Fire Department	\$6,720,932	\$7,080,020	\$7,211,819
Building Department	\$536,410	\$584,326	\$606,494
Minuteman Regional High School	\$733,961	\$893,211	\$654,134
Needham Public Schools	\$53,673,463	\$57,961,288	\$61,300,187
Department of Public Facilities	\$7,734,115	\$8,071,939	\$8,604,923
Department of Public Works	\$5,695,069	\$5,231,027	\$5,431,792
Municipal Parking Program	\$67,590	\$71,445	\$97,730
Municipal Lighting Program	\$163,881	\$221,153	\$254,951
Health and Human Services Department	\$1,123,186	\$1,315,045	\$1,431,702
Commission on Disabilities	\$100	\$2,050	\$2,050
Historical Commission	\$34	\$1,050	\$1,050
Library	\$1,417,012	\$1,475,200	\$1,554,181
Park & Recreation	\$525,530	\$597,633	\$607,953
Memorial Park	\$722	\$750	\$750
Department Budget Total	\$88,063,030	\$94,074,301	\$98,569,746
Total Budget	\$121,637,421	\$129,379,399	\$135,799,837
Other Appropriations			
General Fund Cash Capital	\$6,066,941	\$2,667,260	\$2,967,911
Other Financial Warrant Articles	\$263,095	\$53,805	\$1,165,000
Transfers to Other Funds	\$1,887,374	\$1,924,125	\$2,967,488
Total Other Appropriations	\$8,217,410	\$4,645,190	\$7,100,399
Other Uses			
Other Amounts Required to be Provided	\$466,375	\$514,246	\$581,735
State & County Assessments	\$1,273,564	\$1,274,075	\$1,325,038
Provisions for Abatements & Exemptions	\$2,151,633	\$3,258,232	\$1,844,809
Total Other Uses	\$3,891,572	\$5,046,553	\$3,751,582
Total General Fund Expenses	\$133,746,403	\$139,071,142	\$146,651,818

Town of Needham
General Fund

FY2016 Budget Recommendation - Submitted by the Finance Committee

FY 2016 Budget Recommendation - Submitted by the Finance Committee									
Line	Description	FY2014	FY2015	FY2016	%	FY2016	FTE*	FTE*	Amendments
		Expended	Current Budget (03/11/2015)	Finance Committee Recommendation					
Townwide Expenses									
1	Noncontributory Retirement Payments	\$34,060	\$34,800	\$35,500					
2	Contributory Retirement System	\$5,324,512	\$5,621,400	\$6,149,812					
3	Group Health Insurance, Employee Benefits & Administrative Costs	\$9,519,473	\$10,398,872	\$11,474,207					
4	Retiree Insurance & Insurance Liability Fund	\$5,535,139	\$4,940,198	\$5,336,302					
5	Unemployment Compensation	\$57,373	\$100,000	\$100,000					
6	Debt Service	\$12,129,006	\$11,587,884	\$11,224,301					
7	Workers Compensation	\$467,550	\$586,252	\$609,702					
8	Casualty Liability & Self Insurance Program	\$507,278	\$542,000	\$560,000					
9	Classification Performance & Settlements	Transfers Only	\$4,035	\$175,000					
10	Reserve Fund	Transfers Only	\$1,489,657	\$1,565,267					
Townwide Expense Total		\$33,574,391	\$35,305,098	\$37,230,091	5.5%				
Board of Selectmen & Town Manager									
11A	Salary & Wages	\$685,666	8.0	\$778,991	9.0				
11B	Expenses	\$94,873	\$109,741	\$111,312					
11C	Capital	\$75,000	\$0	\$0					
	Total	\$855,539	\$824,899	\$890,303					
Town Clerk & Board of Registrars									
12A	Salary & Wages	\$266,643	4.5	\$312,414	4.5				
12B	Expenses	\$32,823	\$47,450	\$45,520					
	Total	\$299,466	\$360,377	\$357,934					

Town of Needham
General Fund

FY2016 Budget Recommendation - Submitted by the Finance Committee

Line	Description	FY2014		FY2015		FY2016 Finance Committee Recommendation	FTE*	%	FY2016 Amendments
		Expended	FTE*	Current Budget (03/11/2015)	FTE*				
Town Counsel									
13A	Salary & Wages	\$71,790		\$73,584		\$75,422			
13B	Expenses	\$231,525		\$254,000		\$254,000			
13C	Capital	\$0		\$0		\$0			
	Total	\$303,315		\$327,584		\$329,422			
Personnel Board									
14A	Salary & Wages	\$0		\$0		\$15,000			
14B	Expenses	\$0		\$15,000		\$0			
	Total	\$0		\$15,000		\$15,000			
Finance Department									
15A	Salary & Wages	\$1,563,941	23.7	\$1,690,829	23.2	\$1,701,565	22.6		
15B	Expenses	\$704,654		\$783,479		\$813,261			
15C	Capital	\$37,044		\$37,500		\$38,475			
	Total	\$2,305,639		\$2,511,808		\$2,553,301			
Finance Committee									
16A	Salary & Wages	\$31,295	0.5	\$32,462	0.5	\$34,000	0.5		
16B	Expenses	\$814		\$1,225		\$1,225			
	Total	\$32,109		\$33,687		\$35,225			
Planning and Community Development									
17A	Salary & Wages	\$387,690	5.8	\$403,715	5.8	\$460,956	5.8		
17B	Expenses	\$21,168		\$28,318		\$28,318			
	Total	\$408,858		\$432,033		\$489,274			
General Government and Land Use									
		\$4,204,926	42.5	\$4,505,388	42.0	\$4,670,459	42.4	3.7%	

Town of Needham
General Fund

FY2016 Budget Recommendation - Submitted by the Finance Committee

Submitted by the Finance Committee									
Line	Description	FY2014		FY2015		FY2016		%	FY2016 Amendments
		Expend	FTE*	Current Budget (03/11/2015)	FTE*	Finance Committee Recommendation	FTE*		
Police Department									
18A	Salary & Wages	\$5,077,759	57.0	\$5,581,122	59.0	\$5,660,317	59.0		
18B	Expenses	\$235,422		\$306,930		\$312,290			
18C	Capital	\$152,918		\$174,724		\$166,964			
	Total	\$5,466,099		\$6,062,776		\$6,139,571			
Fire Department									
19A	Salary & Wages	\$6,502,790	72.0	\$6,758,282	71.0	\$6,890,572	71.0		
19B	Expenses	\$218,142		\$288,907		\$300,936			
19C	Capital	\$0		\$32,831		\$20,311			
	Total	\$6,720,932		\$7,080,020		\$7,211,819			
Building Department									
20A	Salary & Wages	\$510,630	8.6	\$553,286	8.6	\$575,454	8.6		
20B	Expenses	\$25,780		\$31,040		\$31,040			
	Total	\$536,410		\$584,326		\$606,494			
Public Safety									
		\$12,723,441	137.6	\$13,727,122	138.6	\$13,957,884	138.6	1.7%	
Minuteman Assessment									
21	Assessment	\$733,961		\$893,211		\$654,134			
	TOTAL	\$733,961		\$893,211		\$654,134			
Needham Public Schools									
22	Public School Budget	\$53,673,463	665.9	\$57,961,288	695.2	\$61,300,187	706.8		
	TOTAL	\$53,673,463		\$57,961,288		\$61,300,187			
Education									
		\$54,407,424	665.9	\$58,854,499	695.2	\$61,954,321	706.8	5.3%	

Town of Needham
General Fund

FY2016 Budget Recommendation - Submitted by the Finance Committee

Line	Description	FY2014 Expended	FTE*	FY2015 Current Budget (03/11/2015)	FTE*	FY2016 Finance Committee Recommendation	FTE*	%	FY2016 Amendments
Department of Public Facilities									
23A	Salary & Wages	\$3,181,814	56.0	\$3,512,871	56.0	\$3,576,277	57.0		
23B	Expenses	\$4,552,301		\$4,559,068		\$5,028,646			
23C	Capital	\$0		\$0		\$0			
	Total	\$7,734,115		\$8,071,939		\$8,604,923			
Department of Public Works									
24A	Salary & Wages	\$3,188,307	49.0	\$3,339,322	49.0	\$3,461,561	49.0		
24B	Expenses	\$1,392,377		\$1,485,421		\$1,548,231			
24C	Capital	\$7,750		\$6,284		\$18,000			
24D	Snow and Ice	\$1,106,635		\$400,000		\$404,000			
	Total	\$5,695,069		\$5,231,027		\$5,431,792			
Municipal Parking Program									
25	Program Budget	\$67,590		\$71,445		\$97,730			
	Total	\$67,590		\$71,445		\$97,730			
Municipal Lighting Program									
26	Program Budget	\$163,881		\$221,153		\$254,951			
	Total	\$163,881		\$221,153		\$254,951			
Public Facilities and Public Works									
		\$13,660,655	105.0	\$13,595,564	105.0	\$14,389,396	106.0	5.8%	
Health and Human Services Department									
27A	Salary & Wages	\$915,165	12.4	\$1,082,330	13.2	\$1,186,457	13.8		
27B	Expenses	\$208,021		\$232,715		\$245,245			
	Total	\$1,123,186		\$1,315,045		\$1,431,702			

Town of Needham
General Fund

FY2016 Budget Recommendation - Submitted by the Finance Committee

FY2014		FY2015		FY2016		FY2016	
Line	Description	Expended	FTE*	Current Budget (03/11/2015)	FTE*	Finance Committee Recommendation	% Amendments
Commission on Disabilities							
28A	Salary & Wages	\$0		\$1,500		\$1,500	
28B	Expenses	\$100		\$550		\$550	
	Total	\$100		\$2,050		\$2,050	
Historical Commission							
29A	Salary & Wages	\$0		\$0		\$0	
29B	Expenses	\$34		\$1,050		\$1,050	
	Total	\$34		\$1,050		\$1,050	
Needham Public Library							
30A	Salary & Wages	\$1,103,803	23.6	\$1,156,157	23.6	\$1,226,113	23.6
30B	Expenses	\$313,209		\$319,043		\$328,068	
	Total	\$1,417,012		\$1,475,200		\$1,554,181	
Park & Recreation Department							
31A	Salary & Wages	\$441,151	4.0	\$483,633	4.0	\$493,953	4.0
31B	Expenses	\$84,379		\$114,000		\$114,000	
	Total	\$525,530		\$597,633		\$607,953	
Memorial Park							
32A	Salary & Wages	\$0		\$0		\$0	
32B	Expenses	\$722		\$750		\$750	
	Total	\$722		\$750		\$750	
Community Services							
		\$3,066,584	40.0	\$3,391,728	40.8	\$3,597,686	41.4 6.1%
Department Budgets							
		\$88,063,030	991.0	\$94,074,301	1,021.6	\$98,569,746	1,035.2 4.8%
Total Operating Budget							
		\$121,637,421		\$129,379,399		\$135,799,837	5.0%

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**WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 14, 2015
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS**

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	The Center at the Heights
Precinct B	-	The Center at the Heights
Precinct C	-	Newman School - Gymnasium
Precinct D	-	Newman School - Gymnasium
Precinct E	-	Broadmeadow School - Performance Center
Precinct F	-	Needham High School – Gymnasium
Precinct G	-	Needham High School – Gymnasium
Precinct H	-	Broadmeadow School - Performance Center
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on TUESDAY, THE FOURTEENTH DAY OF APRIL, 2015

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;

Two Selectmen for Three Years;

One Assessor for Three Years;

Two Members of School Committee for Three Years;

One Trustee of Memorial Park (trustee of soldiers' memorials – veteran) for Three Years;

One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;

One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for One Year;

Two Trustees of Needham Public Library for Three Years;

One Member of Board of Health for Three Years;

One Member of Planning Board for Five Years;

One Member of Needham Housing Authority for Five Years;

One Commissioner of Trust Funds for Three Years;

Two Members of Park and Recreation Commission for Three Years;

Eight Town Meeting Members from Precinct A for Three Years;

Eight Town Meeting Members from Precinct B for Three Years;

Eight Town Meeting Members from Precinct C for Three Years;
 Eight Town Meeting Members from Precinct D for Three Years;
 Eight Town Meeting Members from Precinct E for Three Years;
 One Town Meeting Member from Precinct E for One Year
 Eight Town Meeting Members from Precinct F for Three Years;
 Eight Town Meeting Members from Precinct G for Three Years;
 Eight Town Meeting Members from Precinct H for Three Years;
 Eight Town Meeting Members from Precinct I for Three Years
 One Town Meeting Member from Precinct I for One Year;
 Eight Town Meeting Members from Precinct J for Three Years.

Warrant for the Annual Town Meeting

Monday, May 4, 2015 at 7:30 p.m. at Needham Town Hall

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

HUMAN RESOURCE ARTICLES

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2015, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	\$73,310
Town Clerk with 6 years of service in that position	\$90,623 (1)
Selectmen, Chairman	\$1,800
Selectman, Others	\$1,500

- (1) In addition, such compensation shall also include payment of longevity in the amount of \$6,344, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed \$50,312. The annual salary of \$90,623 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$9,324. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$13,054; or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article Information: In accordance with M.G.L. Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits close to that of other full-time employees. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977.

ARTICLE 4: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM BUILDING CUSTODIAN AND TRADESMAN INDEPENDENT ASSOCIATION (BCTIA)

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Building Custodian and Tradesman Independent Association (BCTIA), and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE 5: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE 6: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE SUPERIOR OFFICERS

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

FINANCE ARTICLES

ARTICLE 7: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986

To see if the Town will vote to accept, for fiscal year 2016, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 100% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid in the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. In fiscal year 2015, the cumulative increase above the statutory limit was 100%.

ARTICLE 8: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$27,500 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the

Town Manager, and to meet this appropriation that \$27,500 be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2009 Annual Town Meeting voted to establish a Property Tax Assistance Program. The goal of the Board of Selectmen is to set a target annual appropriation for the fund equal to the amount of private contributions to the Town's statutory voluntary tax relief program during the preceding fiscal year, up to a maximum appropriation of \$25,000 (2008 dollars). The Board of Selectmen voted to recommend a higher amount in fiscal year 2016 given the impact on lower income homeowners of the recent property revaluation and override. The voluntary fund received \$10,976 in fiscal year 2014.

ARTICLE 9: APPROPRIATE FOR SENIOR CORPS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$15,000 for the purpose of funding the Senior Corps program, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Senior Corps is a program whereby qualified elderly and disabled property owners may work up to 100 hours for the Town. In turn, the individuals are paid up to \$1,000 per year, which is applied to their property tax bills.

ARTICLE 10: APPROPRIATE FOR MEMORIAL PARK LANDSCAPE IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$20,000 for the purpose of funding Memorial Park landscape improvements, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$20,000 be transferred from Article 32 of the 2010 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article would fund improvements to the Memorial Park Garden at the intersection of Highland Avenue and Rosemary Street. The funding would support the removal of most of the existing plant material that has become unsightly, and the planting of low maintenance and low water use plant varieties.

ARTICLE 11: APPROPRIATE FOR AT-GRADE CROSSING FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$35,000 for the purpose of funding an at-grade crossing feasibility study, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$35,000 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Renewed interest in evaluating options to the commuter train horn, and planned infrastructure investment at the Town's at-grade crossings in the coming years were the basis for the feasibility study. The analysis will include alternatives to train horns at the Town's at-grade crossings and will consider the impact of any changes on pedestrian and motorist safety.

ARTICLE 12: APPROPRIATE FOR SIDEWALK NEEDS ASSESSMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$100,000 for the purpose of funding a Sidewalk Needs Assessment, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$100,000 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of the assessment is to evaluate the Town's sidewalk network to determine the condition of existing sidewalks, where sidewalks should be installed (numerous requests to improve pedestrian safety are received each year), and where there may be opportunities to remove sidewalks. The assessment will include a plan to maintain the same or reduce the linear footage of sidewalks throughout the Town.

ARTICLE 13: APPROPRIATE FOR PUBLIC FACILITIES MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$570,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$570,000 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Public Facilities Maintenance Program has been removed from the cash capital article given that the program supports maintenance activities, and many of the projects do not meet the definition of capital expenditure. The program includes annual maintenance of public buildings throughout the Town and School Department, including, but not limited to, asbestos abatement, duct cleaning, painting, and other repairs and necessary upgrades. Unless circumstances require otherwise,

the FY2016 program will fund duct cleaning at the Pollard School, Fire Station #2, and Broadmeadow School; xeriscape gardening at the High School; wood floor refinishing in various school buildings; asbestos abatement at the Pollard School; flooring replacement at the Pollard School; renovation of two restrooms at the Pollard School; repairs to the auditorium at the Pollard School, and replacement of lockers at the Pollard School.

**ARTICLE 14: APPROPRIATE FOR DPW/PUBLIC SERVICES ADMINISTRATION
BUILDING LOCATION FEASIBILITY STUDY**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$40,000 for the purpose of funding a DPW/Public Services Administration Building Location Feasibility Study, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$5,168 be transferred from Article 38 of the 2004 Annual Town Meeting; \$6,347 be transferred from Article 32 of the 2008 Annual Town Meeting; \$5,595 be transferred from Article 5 of the 2011 May Special Town Meeting; \$5,000 be transferred from Article 36 of the 2011 Annual Town Meeting; and \$17,890 be transferred from Article 30 of the 2012 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Facility Working Group examined the 470/500 Dedham Avenue location for the establishment of a modern and comprehensive Public Works facility, consisting of administrative offices, garage maintenance bays, employee facilities, shops, wash bays, appropriate vehicle storage, and related support systems. The working group concluded that the Dedham Avenue site is not adequate to support the entire facility with or without the location of a school at the DeFazio Field Complex. The recommended option in the Facility Master Plan is for the relocation of operations and administration to Parcel 74 on Greendale Avenue at an estimated cost of \$45,000,000. The purpose of this study is to further evaluate and identify alternatives to relocating the full program to Greendale Avenue. The evaluation will include opportunities for phasing the project, alternatives to co-location of all facilities, and the implication of phasing and scattered site options on Public Works, other departments located at 500 Dedham Avenue, a potential school, and DeFazio Park.

ARTICLE 15: APPROPRIATE FOR RTS ROLL-OFF REPLACEMENT PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$48,000 for the purpose of funding the RTS Roll-Off Replacement Program, to be spent under the direction of the Town Manager, and to meet this appropriation that \$13,198 be transferred from Article 45 of the 2003 Annual Town Meeting, \$19,997 be transferred from Article 68 of the 2006 Annual Town Meeting, \$14,805 be transferred from Article 37 of the 2010 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: A roll-off replacement program was established in the RTS operating budget in FY2015 to ensure appropriate replacement of the containers in future years. This additional funding will support the acquisition of six containers to replace the most severely deficient containers at the site.

ARTICLE 16: APPROPRIATE THE FY2016 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of \$65,000, from Free Cash in the amount of \$1,941,264, from the overlay surplus in the amount of \$500,000, from amounts reserved for debt exclusion offsets in the amount of \$99,550, and \$464,438 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted as Shown on Pages 17 - 21

ARTICLE 17: APPROPRIATE THE FY2016 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the Department of Public Works during fiscal year 2016, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Line #	Description	FY2014		FY2015		FY2016		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
101A	Salary & Wages	\$602,290	9.0	\$731,026	10.0	\$739,993	10.0	
101B	Expenses	\$1,157,133		\$1,225,721		\$1,153,651		
101C	Operating Capital	\$60,000		\$81,000		\$86,000		
101D	Debt Service	\$149,147		\$150,000		\$150,000		
102	Reserve Fund	Transfers Only		\$25,000		\$25,000		
TOTAL		\$1,968,570	9.0	\$2,212,747	10.0	\$2,154,644	10.0	
FY2016 Budget Percentage Change from FY2015 Budget								-2.6%

and to meet this appropriation that \$1,420,000 be raised from the tax levy and transferred to the RTS Enterprise Fund, and \$110,000 be transferred from RTS Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town of Needham provides residents with recycling and waste disposal services at the Town's Recycling Center and Transfer Station (RTS). The RTS is a residential drop-off facility with a pay-per-throw program. To use the RTS, residents must obtain a special sticker which is

affixed to the windshield of the vehicle transporting recycling and/or trash into the RTS. Residents may purchase special bags for their non-recyclable trash disposal or may haul trash into the center and have it weighed before disposing, paying a fee. These fees combined cover some of the costs of operating the RTS. The RTS is one of the most utilized facilities within the Town - approximately 75% of Needham residents directly utilize the facility. The majority of the remaining 25% of Needham residents utilize the RTS through subscription hauler services. The RTS also provides disposal and recycling services for many Town departments along with material processing and snow dump services for the Department of Public Works. The RTS also provides a variety of other specialty recycling options for residents such as books, clothing, and many others.

FY2015 was the first year of the new funding model for the Recycling and Transfer Station Enterprise, which now includes a higher contribution from the General Fund to offset the loss of revenue collected through the annual sticker fee that was paid by residents. This payment, along with pay-per-throw bags and other rubbish disposal fees and miscellaneous revenue, provides the funds to support and operate the center. The General Fund contribution for FY2016 is the same as FY2015, \$1,420,000. The contribution was held flat through the use of retained earnings, and an expected rental payment for the land on which a new solar array will be constructed in the coming year. Direct financing of the facility through the tax levy expands access to the facility, and recognizes the "public good" aspect of many of the recycling, yard waste, and waste ban item disposal services.

The recommended operating budget for FY2016 is \$2,154,644 or \$58,103 (2.6%) less than the FY2015 budget. The change is primarily attributable to a new and favorable solid waste disposal contract with Wheelabrator Technologies Inc. The company has an incinerator located in Millbury, Massachusetts where the Town has been transporting its solid waste for many years. FY2016 shows an increase of \$8,967 in salary and wages (1.2%), a decrease of \$72,070 in non-personnel related costs (5.9% lower), an increase of \$5,000 in operating capital, or 6.2% more than the current year, and no change in the debt service and reserve fund lines.

The change in salary and wages line reflects the collective bargaining agreement for FY2016 with the DPW union. The RTS has ten full-time employees, of which eight are members of the NIPEA union. The decrease in the expense line results from the new contract for the disposal of municipal solid waste, a decrease in the amount for vehicular supplies and fuel, a reduction in the cost of testing services, and the elimination of annual residential sticker renewal supplies. The decrease in solid waste disposal costs for FY2016 from FY2015 is \$69,939, but when compared to what the rate would have been for the Town in FY2016 under the previous contract, the new contract actually saves the Town approximately \$120,000. Noteworthy increases within the expense budget for FY2016 include a \$10,000 increase for the purchase of pay-per-throw bags which are then distributed for sale through various retailers in Town. The increase is based on greater number of tons of trash that is expected to be brought into the RTS now that there is no annual fee to be paid by residents; however the uptick in volume of trash should also generate an increase in revenue from the sale of bags. Another increase for FY2016 is approximately \$7,000 for the disposal of electronic items that are brought to the center by residents. Those changes, combined with various other adjustments to expenses, result in an overall reduction of \$72,070 for the expense line. The operating capital increase of \$5,000 is to cover the cost of purchasing one open top trailer and two roll-off containers; these are part of an annual replacement schedule. A separate article for the replacement of six additional roll-off containers is also included in this warrant under Article 15 in an effort to get the overall replacement cycle back on schedule.

Debt service is level funded at \$150,000, and supports the debt capacity requirements to continue the current RTS operations. The reserve fund is level dollar as well for FY2016. The RTS reimburses the General Fund for costs incurred and paid by the general fund budgets, e.g., employee benefits, property

and casualty insurance, financial and billing expenses, and other administrative and operational support costs.

ARTICLE 18: APPROPRIATE THE FY2016 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2016, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Line #	Description	FY2014		FY2015		FY2016		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
201A	Salary & Wages	\$902,486	12.0	\$962,166	12.0	\$987,170	12.0	
201B	Expenses	\$355,518		\$352,958		\$402,011		
201C	Capital Outlay	\$24,799		\$25,000		\$50,000		
201D	MWRA Assessment	\$5,423,810		\$5,466,144		\$5,462,757		
201E	Debt Service	\$1,390,516		\$1,500,000		\$1,500,000		
202	Reserve Fund	Transfers Only		\$35,000		\$35,000		
TOTAL		\$8,097,129	12.0	\$8,341,268	12.0	\$8,436,938	12.0	
FY2016 Budget Percentage Change from FY2015 Budget								1.1%

and to meet this appropriation that \$494,488 be raised from the tax levy and transferred to the Sewer Enterprise Fund, and \$703,449 be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 6,500 sewer manholes, and nine sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. Personnel maintain and operate 22 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in nine pumping facilities located throughout town.

The Division also oversees the collection and transportation of Stormwater (drains program) originating from rain and snow storms for discharge into streams, brooks, rivers, ponds, lakes, flood plains and wetlands throughout town. Stormwater and associated discharges are now considered by the federal government as potentially contaminated, and have come under increasingly strict discharge performance standards. The intention is to reduce or eliminate contaminants contained in the flow washed from ground surfaces considered to be harmful to the environment.

The operating budget of \$8,436,938 for FY2016 is \$95,670 more than the current FY2015 budget, an increase of 1.1%. As previously mentioned, the Sewer Enterprise Fund budget includes the costs of the

drains program because the daily work is performed by Enterprise Fund staff and operationally it is more effective to budget and monitor this work through the Sewer Enterprise Fund budget. However, costs not associated with Sewer operations are funded by taxation and not by Sewer use fees. The table below provides a breakout between the sewer operations and the drains program to compare the budget change in the two operations from the current year.

Budget Line	FY2016 Sewer Operations	FY2016 Drains Program	FY2016 Recommended Budget	FY2015 Sewer Operations	FY2015 Drains Program	Current FY2015 Sewer Budget
Salary & Wages	\$634,673	\$352,497	\$987,170	\$625,281	\$336,885	\$962,166
Expenses	\$260,020	\$141,991	\$402,011	\$226,413	\$126,545	\$352,958
Capital Outlay	\$50,000	\$0	\$50,000	\$25,000	\$0	\$25,000
MWRA Assessment	\$5,462,757	\$0	\$5,462,757	\$5,466,144	\$0	\$5,466,144
Debt Service	\$1,500,000	\$0	\$1,500,000	\$1,500,000	\$0	\$1,500,000
Reserve Fund	\$35,000	\$0	\$35,000	\$35,000	\$0	\$35,000
Total	\$7,942,450	\$494,488	\$8,436,938	\$7,877,838	\$463,430	\$8,341,268
	FY2016 Sewer Operations \$ Change	FY2016 Drains Operations \$ Change	FY2016 Sewer Enterprise \$ Change	FY2016 Sewer Operations % Change	FY2016 Drains Operations % Change	FY2016 Sewer Enterprise % Change
Salary & Wages	\$9,392	\$15,612	\$25,004	1.5%	4.6%	2.6%
Expenses	\$33,607	\$15,446	\$49,053	14.8%	12.2%	13.9%
Capital Outlay	\$25,000	\$0	\$25,000	100.0%		100.0%
MWRA Assessment	-\$3,387	\$0	-\$3,387	-0.1%		-0.1%
Debt Service	\$0	\$0	\$0	0.0%		0.0%
Reserve Fund	\$0	\$0	\$0	0.0%		0.0%
Total	\$64,612	\$31,058	\$95,670	0.8%	6.7%	1.1%

The FY2016 Sewer operations portion of the budget is \$64,612 higher, an increase of 0.8% over the current year. The preliminary MWRA assessment for FY2016 is \$3,387 less than the current appropriation. The final assessment from the MWRA will be affected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor. The FY2016 drains operations portion of the budget is \$31,058 (6.7%) more than the current year.

The salary and wages line is \$987,170 for FY2016, which is an increase of \$25,004 or 2.6%. The Sewer Division has 12 full-time employees of which 11 are members of the NIPEA union. The Town and the DPW union have a collective bargaining agreement in place for FY2016. There is no increase in the number of funded positions.

The increases in expense and operating capital lines are due to inflationary, regulatory, and monitoring efforts. The expense line is \$402,011 which is \$49,053 or 13.9% more than the current year. The increase is primarily attributable to higher energy costs, catch basin cleaning and sweeping services and disposal, repairs to drains, and for services related to sewer flow meters. A department request for a \$25,000 increase to fund contracted services to inspect, test and calibrate the Town's 12 sewer flow meters (ten permanent and two portable) has been included in the FY2016 recommended budget. The sewer flow meters are used to detect inflow and infiltration into the Town's sewer system and help the Town to identify and monitor flow to verify data that is used by the MWRA to bill the Town for sewer treatment. The operating capital line is \$25,000 more than the current year or doubling of the funding. The \$25,000 will provide for the replacement of a grinder at the West Street sewer pump station and will allow the department to continue its annual \$25,000 allocation for sewer pump and small power equipment replacement.

The sewer debt service budget line is also level-funded at \$1,500,000 for FY2016, based on approved projects, and is in keeping with the overall sewer capital infrastructure-funding plan for long term investments. The reserve fund is level dollar for FY2016. The budget plan for FY2016 includes the use of

\$703,449 from sewer retained earnings. The \$494,488 to be transferred from the tax levy is to pay for drains-related programs.

The Sewer Enterprise Fund reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations and the general fund payment supports the drains program.

ARTICLE 19: APPROPRIATE THE FY2016 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2016, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Line #	Description	FY2014		FY2015		FY2016		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
301A	Salary & Wages	\$1,014,577	16.0	\$1,077,972	16.0	\$1,105,680	16.0	
301B	Expenses	\$990,584		\$1,079,548		\$1,034,526		
301C	Capital Outlay	\$31,500		\$40,200		\$30,500		
301D	MWRA Assessment	\$1,271,018		\$1,193,697		\$1,012,962		
301E	Debt Service	\$1,535,767		\$1,550,000		\$1,550,000		
302	Reserve Fund	Transfers Only		\$75,000		\$75,000		
TOTAL		\$4,843,446	16.0	\$5,016,417	16.0	\$4,808,668	16.0	
FY2016 Budget Percentage Change from FY2015 Budget								-4.1%

or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field which is able to produce up to 4.6 million gallons of water per day (the Town is registered for approximately 4.0 million gallons of water per day). The current water withdrawal permit from the Department of Environmental Protection (DEP) allows approximately 2.9 million gallons of water per day to be pumped. The Charles River Well Field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the Metrowest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station located at the corner of St. Mary Street and Central Avenue. This supply is used when the Town's demand for water is greater than the local supply, and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 135 miles of water mains, 1,166 public hydrants, 3,400

water gate valves, and 9,800 water service connections. This system supports approximately 14,100 installed meters.

The overall operating budget for FY2016 is \$207,749 (4.1%) lower than the FY2015 budget. This decrease is mainly due to a reduction in the MWRA assessment for the Town's water use. The MWRA bills the Town for actual water consumption in the calendar year preceding the new fiscal year; the FY2016 water assessment is based on CY2014 water use. The Town's use of MWRA water was down approximately 21% from the prior year. The preliminary water assessment for FY2016 is \$1,012,962 which is \$180,735 (15.1%) less than the assessment for FY2015. The final assessment from the MWRA is not expected until the end of the State budget process.

Water Production	2012	2013	2014
Water Production*	1,243.7	1,267.8	1,235.9
Water Production from MWRA	393.0	354.8	279.0
Water Production from Town Wells	850.7	913.0	956.9
Percentage from MWRA	31.6%	28.0%	22.6%
*millions of gallons			
Water meters replaced	1,072	945	1,224
Percentage of the total number of water meters in place for that year	7.6%	6.7%	8.4%

The salary and wage expense line shows an increase of \$27,708 (2.6%) over the FY2015 budget. The Enterprise Fund has 16 full time employees of which 13 are unionized. Twelve employees are members of the NIPEA union and one employee is a member of the ITWA union. The Town has collective bargaining agreements with both unions for FY2016. There is no increase in the number of funded positions.

The Water Enterprise Fund expense line is \$45,022 lower than the current budget, or approximately 4.2% less. The lower expense line results from decreases in energy (\$8,525), repairs and maintenance (\$13,000), fuel for vehicles and equipment (\$10,372), and other expenses (\$27,425). The lower energy costs are in electricity and heating oil. The repairs and maintenance line is lower because the FY2015 budget included one-time funding for the replacement of windows at the Charles River Water Treatment Facility with windows that reduce heat loss. Fuel costs for vehicles is lower based on the average over three years. The reductions in other expenses are related to the repair of a backwash system, and some costs that were one-time expenses for FY2015. Some of the decrease was offset by increased costs for professional and technical services (\$11,500) and other various expenses (\$2,800). The increase for professional and technical services includes \$10,000 to hire a company to test and calibrate the commercial and industrial water meters connected to the Town's drinking water system. The program will be designed to evaluate, test, and calibrate all meters that have a 4" diameter or greater water line to ensure they are properly recording water use.

The operating capital amount of \$30,500 is \$9,700 (24.1%) less than budgeted for FY2015. It is anticipated that fewer feet of small diameter pipe will be repaired during FY2016 so only \$10,500 is allocated for this purpose. The budget will also provide \$20,000 for the purchase of water leak detection equipment that will be used by Town staff to locate leaks in the water distribution system. The equipment will help to identify unaccounted water that must be reported in the Town's Annual Statistical Report to the Massachusetts Department of Environmental Protection (DEP). The equipment will allow Town staff to investigate issues that they observe such as unexplained water demand or sudden drops in the level of the water tanks. The equipment can assist in locating water leaks prior to excavation. Debt service is level-funded at \$1,550,000, which is based on approved projects, and is in keeping with the overall water

capital infrastructure-funding plan for long term investments. The water reserve fund is level dollar for FY2016

The Water Enterprise Fund reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

ARTICLE 20: CONTINUE DEPARTMENTAL REVOLVING FUNDS

To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2015:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2016 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	\$4,100
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation Program for COA	\$60,000
Water Conservation	DPW Director	Sale of Water Conservation Devices	Encourage Residential Water Conservation	\$10,000
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home Composting Bins	\$3,000
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to Youth Service and Community Programs	\$25,000
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling Meals	\$75,000
Immunization Fund	Health Director	Program Receipts	Costs associated with Immunization and Educational Programs	\$25,000
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and Other District-wide Transportation	\$819,000
Facility Activity Use	Director of Facility Operations	Fee-Based Facility Use	Community Facility Use	\$250,000

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information and Summary of M.G.L., Chapter 44, Section 53E ½: A revolving fund established under the provisions of M.G.L., Chapter 44, Section 53E ½ must be authorized annually by vote of Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to M.G.L., Chapter 59, Section 23.

ARTICLE 21: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required in order for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. At the time of the printing of the warrant, the FY2016 award amounts had not been released.

ZONING / LAND USE ARTICLES

ARTICLE 22: AMEND ZONING BY-LAW – MEDICAL MARIJUANA TREATMENT CENTER AND OFF-SITE MEDICAL MARIJUANA DISPENSARY

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

- (a) In Section 1.3, Definitions, by adding the following terms and definitions in the appropriate alphabetical location as follows:

“Medical Marijuana Treatment Center: A facility operated by a not-for-profit entity registered and approved by the Massachusetts Department of Public Health in accordance with 105 CMR 725.000 or succeeding regulation pertaining to the registration of such facilities, and pursuant to all other applicable state laws and regulations, also to be known as a Registered Marijuana Dispensary (RMD), that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to patients or their personal caregivers registered and qualified under the provisions of 105 CMR 725.00 (“Qualified Patients or Qualified Caregivers”) or succeeding regulation pertaining to the registration and qualification of Qualified Patients and Qualified Caregivers. A Medical Marijuana Treatment Center may include facilities which cultivate and/or process marijuana for medical use.”

“Off-Site Medical Marijuana Dispensary: A facility registered and qualified as a Registered Marijuana Dispensary under the provisions of 105 CMR 725.00, which is located off-site from a separate location of the same RMD or from an affiliated RMD where marijuana or related products are cultivated or processed, and that is controlled and operated by the same registered and approved non-profit entity that operates the separate location or affiliated RMD where marijuana or related products are cultivated or processed, but which dispensary serves only to acquire, possess, transfer, transport, sell, distribute, dispense or administer processed marijuana for medical use, related products and supplies and educational materials to Qualified Patients or Qualified Caregivers, and which dispensary includes no cultivation or processing of such marijuana or related products.”

- (b) In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by inserting immediately above the row that reads “SPC (Complex Development)” a new entry, which shall read as follows:

“SPP (Special Permit) Use allowed under a special permit by the Planning Board as provided hereafter.”

- (c) In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by revising the second paragraph so that the entire paragraph shall now read as follows (new language underlined):

“Uses permitted and uses allowed by the Board of Appeals or by the Planning Board shall be in conformity will all the density and dimensional regulations and any other pertinent requirements of this By-Law.”

- (d) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, and Industrial-1 Districts, by inserting immediately below the row that reads “medical clinic” a new entry, which shall read as follows:

“Use	<u>RRC</u> <u>SRA</u>	<u>SRB</u>	<u>GR</u>	<u>A-1,2</u> <u>&3</u>	<u>I</u>	<u>IND</u>	<u>IND-1</u>
Medical Marijuana Treatment Center	N	N	N	N	N	N	SPP”

- (e) In Section 3.2.5, Uses in Highland Commercial-128 District, Subsection 3.2.5.2, Uses Permitted by Special Permit, by adding a new paragraph (p) that states “Off-Site Medical Marijuana Dispensary, subject to the issuance of a special permit by the Planning Board” and by renumbering former paragraphs (p), (q) and (r) as paragraphs (q) (r) and (s) respectively.
- (f) In Section 3.2.6, Uses in the Mixed Use-128 District, Subsection 3.2.6.2, Uses Permitted by Special Permit, by adding a new paragraph (j) that states “Medical Marijuana Treatment Center, subject to the issuance of a special permit by the Planning Board” and by renumbering former paragraphs (j) and (k) as paragraphs (k) and (l) respectively.
- (g) In Section 6, Special Regulations, by inserting a new Subsection 6.10, Special Permit Criteria for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary, to read as follows:

“6.10 Special Permit Criteria for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary

In granting a special permit for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary, in addition to the general criteria for issuance of a special permit as set forth in Section 7.5.2 of this By-Law, the Planning Board shall find that the following criteria are met:

(a) The site on which the Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary is located is at least one thousand (1,000) feet distant from a public or private elementary school, middle school, or secondary school, or a municipal park or playground, or if not located at such a distance, but located at least five hundred (500) feet distant from such protected use, it is determined by the Planning Board to be sufficiently buffered from such protected use such that its users will not be adversely impacted by the operation of the Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary. The distance under this section is measured in a straight line from the nearest point of the property line of the protected use identified in this section to the nearest point of the proposed Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary.

(b) The Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary is not located in a building that contains a licensed daycare center, or any facility providing educational, recreational or social programs or activities attended primarily by children enrolled such facility.”

- (h) In Section 8, Interim Regulations for Medical Marijuana Uses, by deleting the Section in its entirety.

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation be Made at Town Meeting

PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: Article 22 provides for the establishment of Registered Marijuana Dispensaries within Needham as they are authorized pursuant to state regulations set forth in 105 CMR 725.000. A

Registered Marijuana Dispensary (RMD) is a not-for-profit entity that cultivates, prepares, and dispenses marijuana or marijuana infused products to qualifying patients or their caregivers.

The law for the Humanitarian Use of Marijuana was adopted by Massachusetts voters in November, 2012. The measure became law on January 1, 2013 (Chapter 369 of the Acts of 2012). In May, 2013, the Massachusetts Department of Public Health promulgated regulations, set forth in 105 CMR 725.000, which outlined the process it would follow to approve, register and control the establishment of up to 35 Registered Marijuana Dispensaries statewide in the first year, with at least one but not more than five Registered Marijuana Dispensaries in each county. Local regulatory oversight is allowed so long as it does not conflict with state regulations.

The May 2013 Annual Town Meeting adopted a Zoning By-Law provision that established a fifteen month moratorium on the siting of RMDs within the Town to afford the Town time to establish a framework for regulating RMDs that is consistent and complementary to the State scheme. The moratorium was further continued by the May 2014 Annual Town Meeting for an additional nine months. Under the May 2014 vote, the moratorium ceases on the earlier of an amendment to the Zoning By-Law or December 30, 2014. Accordingly, this article now seeks to establish zoning regulations for RMDs in Needham.

Land Use Considerations

The zoning approach recommended by the Planning Board follows the lead of the state law and regulations by treating Registered Marijuana Dispensaries as regional service providers with a limited, specialized function and a client base that will be spread across a large service area. Since RMDs are strictly regulated and will be limited in number by the Massachusetts Department of Public Health, the intent of the amendment is to permit RMDs in Needham where there is access to regional roadways, where they may be readily monitored by law enforcement for health and public safety purposes, and where they will not adversely impact the character of residential neighborhoods and business districts. The following land use topics were considered by the Planning Board:

- Use Compatibility. As a business use, RMDs would not be considered appropriate for residential neighborhoods. Compatibility with neighborhood-scale retail districts is also an issue because, unlike neighborhood-serving retail stores, they would serve a select, regional clientele and not the neighborhood as a whole. Also, the security requirements may conflict with the pedestrian-friendly storefront character that is carefully cultivated in many retail areas.*
- Transportation. Because of their regional nature, it is important to consider access to regional roadways, since clients may travel from areas without access to public transportation or may otherwise need to use a car. Locations that would bring excess automobile traffic to smaller residential streets should be discouraged. Availability of parking is also an issue. For RMDs that make deliveries, the potential for secure loading facilities may also be a factor.*
- Public Safety. The Police Department has expressed the importance of being able to effectively respond to emergency calls at or near an RMD site. Therefore, isolated areas without convenient street access should be avoided.*
- Urban Design. The access and security requirements for RMDs have the potential to create a streetfront that is visually unfriendly to pedestrians or a design that is out of character with surrounding uses. This concern could be mitigated through careful urban design. Additionally, restricting RMD function to the dispensing component of the operation in highway-orientated, retail districts should be advanced as an appropriate mitigating measure.*
- Distance from Child-Oriented Facilities. The Board found it prudent to adhere to the more restrictive federal standard of a 1,000-foot buffer from schools, municipal parks and playgrounds but allowed a*

reduction to 500 feet by special permit in those circumstances where existing conditions provide a sufficient buffer or where the RMD use will not have a negative impact on neighboring land uses. The "default" state regulations that would require a 500 foot buffer zone to daycare centers and "any facility in which children commonly congregate" was not adopted. The Board did not recommend such language in recognition of the fact that: if the state language were adopted without modification, the location of multiple daycare centers and facilities providing programs for children throughout the proposed districts would effectively prohibit RMDs in the Town. Furthermore, the Board considered that the children attending the day care center and traveling to and from the facility are under adult supervision. Additionally, the Board found the term "any facility in which children commonly congregate" to be vague and thus presented problems in terms of interpretation and implementation. At the same time the Board did recommend that RMDs not be located in the actual building where a licensed daycare center is located or where a facility providing educational, recreational or social programs for children is located.

Proposed Zoning Amendment

The proposed zoning amendment includes a set of zoning regulations that will work in concert with state and other local regulations while focusing on land use planning issues such as district character, compatibility among adjacent uses, transportation and parking, and urban design, as well as public safety issues. The zoning amendment takes the following approach: 1) defines the terms "Medical Marijuana Treatment Center" and "Off-Site Medical Marijuana Dispensary" so as to distinguish between a facility that may provide dispensing, cultivation and processing services in combination within a zoning district (Medical Marijuana Treatment Center) and a facility that is restricted to the dispensing function within a zoning district (Off-Site Medical Marijuana Dispensary); 2) identifies the zoning districts in which a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary will be allowed; 3) establishes that a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary will only be allowed by special permit from the Planning Board; and 4) establishes the special permit criteria unique to this use that will be utilized in the review of a given proposal.

- **District Location.** The amendment would permit a Medical Marijuana Treatment Center in the Mixed Use-128 District and Industrial-1 District and would permit only an Off-Site Medical Marijuana Dispensary in the Highland Commercial-128 District. The RMD use in the Highland Commercial-128 District (Off-Site Medical Marijuana Dispensary) has been restricted to the dispensing function due to the district's identity as a regional retail corridor fronting both sides of Highland Avenue east of Route 128. All three locations are commercial districts with access to the regional roadway network. The noted districts also contain many sites that have the potential for on-site parking and loading and are adequately distanced from schools, municipal parks and playgrounds.
- **Special Permit Requirement.** Given the still unknown aspects of these facilities and a desire for close review, the amendment proposes to permit a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary by special permit from the Planning Board. The special permit requirement would allow for meaningful review of design and transportation impacts, as well as a greater level of oversight and assurance that the facilities will be operated in a manner that is consistent with the intent of the zoning and other regulations.
- **Special Permit Criteria.** The special permit criteria as contained in the amendment are intended to reinforce the requirements of the Massachusetts Department of Public Health regulations and advance local interests with regard to the possible impacts that a Medical Marijuana Treatment Center or an Off-Site Medical Marijuana Dispensary may have on neighboring land uses. To that end, these criteria include, in addition to the standard special permit criteria currently provided in Sections 7.4 and 7.5.2 of the Needham Zoning By-Law, supplementary buffering and siting requirements. A 1,000 foot buffer from

a public or private elementary school, middle school, or secondary school, or a municipal park or playground is established with the Planning Board having the option to reduce this 1,000 foot buffer to 500 feet in circumstances where existing conditions provide a sufficient buffer and/or the proposed Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary will not have a negative impact on neighboring land uses. Finally, a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary are prohibited in a building that contains a licensed daycare center, or any facility providing educational, recreational or social programs or activities attended primarily by children enrolled within such a facility.

ARTICLE 23: AMEND ZONING BY-LAW – DEFINITION OF HALF-STORY

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

- (a) In Section 1.3, Definitions, by revising the existing definition of the term “Half-Story or ½ Story”, so that the entire definition shall now read as follows: (new language underlined):

“Half-Story or ½ Story – For all single-family detached dwellings and two-family detached dwellings located in all Districts, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5’-0”. Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: (1) The total length of the front wall(s) of a dormer(s) shall not exceed fifty percent (50%) of the eave length of the portion of the roof in which the dormer is built. In no case shall a single dormer exceed twenty feet (20’) in width. (2) A roof line overhang shall be continued between the dormer and the story next below so as to avoid the appearance of an uninterrupted wall plane extending beyond two stories. (3) The vertical plane of the side wall of any dormer shall not be closer than eighteen inches (18”) from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer. (4) No dormer may project above the main ridgeline of the building. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below.”

- (b) In Section 1.3, Definitions, by adding the following term and definition in the appropriate alphabetical location as follows:

“Dormer – A projection built out from a sloping roof, usually containing a window or vent.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: This article would revise the definition of the term “half-story” as it applies to all single-family detached dwellings and two-family detached dwellings located in all districts, and to apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor. Presently in the above-noted circumstances dormers in the half-story are not permitted to exceed thirty percent of the eave length of the portion of the roof in which the dormer is built. The current thirty percent rule was adopted in 1999 in an effort to encourage utilization of the half-story for residential purposes. At the time the provision was enacted eave length generally extended for the full length of the exterior wall of the story next below. Construction during the intervening years however has led to the placement of multiple roof planes of varying lengths along the exterior wall thereby reducing the utility of the provision. To address this constraint, the subject amendment would allow the permitted dormer length to increase from thirty to fifty percent of the eave length of the portion of the roof in which the dormer is built. The following size and location requirements have been added to ensure that the half-story continues to function at its intended massing and scale: (1) The total length of a single dormer may not exceed twenty feet in width; (2) A roof line overhang between the dormer and the story next below is required to avoid the appearance of an uninterrupted wall plane extending beyond two stories; (3) The vertical plane of the side wall of the dormer may not be placed closer than eighteen inches from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer; and (4) The dormer may not project above the main ridgeline of the building.

ARTICLE 24: AMEND ZONING BY-LAW – DEFINITION OF HALF-STORY, SCHEDULE OF USE REGULATIONS AND DIMENSIONAL REQUIREMENTS FOR COMMERCIAL DISTRICTS

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

- (b) In Section 1.3, Definitions, by revising the existing definition of the term “Half-Story or ½ Story”, so that the entire definition shall now read as follows: (new language underlined):

“Half-Story or ½ Story – For all single-family detached dwellings and two-family detached dwellings located in all Districts, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and Chestnut Street Business District and located in the half-story directly above the second floor, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5’-0”. Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: (1) The total length of the front wall(s) of a dormer(s) shall not exceed fifty percent (50%) of the eave length of the portion of the roof in which the dormer is built. In no case shall a single dormer exceed twenty feet (20’) in width. (2) A roof line overhang shall be continued between the dormer and the story next below so as to avoid the appearance of an uninterrupted wall plane extending beyond two stories. (3) The vertical plane of the side wall of any dormer shall not be closer than eighteen inches (18”) from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer. (4) No dormer may project above the main ridgeline of the building. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and Chestnut Street Business District and located in the half-story directly above the second floor. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below.”

- (c) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by revising the entry which reads in part “Apartment or multifamily dwelling”, so that it shall now read as follows:

<u>“USE</u>	<u>B</u>	<u>CSB</u>	<u>CB</u>	<u>ASB</u>	<u>HAB</u>
Apartment or multifamily dwelling					
* Allowed on second floor and in half-story directly above second floor only;					
consistent with density requirements for A-1	N	SP*	SP*	SP	SP”

- (d) In Section 4.4, Dimensional Requirements for Commercial Districts, Subsection 4.4.3, Height Limitation, by deleting the phrase “Chestnut Street Business,” from the first sentence of the second paragraph and by adding a new third paragraph so that the second and third paragraph of the subsection shall now read as follows:

“Notwithstanding the above, no building or structure which is located on property in the Avery Square Business, Hillside Avenue Business, or Neighborhood Business districts shall exceed two and one-half (2 ½) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the building or structure exceed a total height of thirty-five (35) feet.

Notwithstanding the above, in the Chestnut Street Business District, the limit of height of a building or structure shall be two and one-half (2 ½) stories not to exceed thirty-five (35) feet, including ground level covered or enclosed parking, provided that in no event shall any building contain more than two floors used for non-residential occupancy other than storage, residential occupancy being permitted on the second floor and in the half-story directly above the second floor consistent with the use and density requirements of Section 3.2.2.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: This article advances the recommendations contained in the Needham Center Development Plan which endorsed the promotion of mixed-use and housing development in the Needham Center area in the longer term. The article seeks to accomplish this goal by removing the prohibition on residential housing development in the half-story above the second story in the Chestnut Street Business District and by allowing for the placement of dormers in said half-story so that more useable residential square footage may be created.

At the present time, only the second floor of buildings in the Chestnut Street Business District may be used for residential purposes, even though the Needham Zoning By-Law allows buildings up to two and one-half stories high. This article would allow the use of the half-story above the second story for residential purposes through a change to the use table at Section 3.2 and the dimensional requirements at Section 4.4, but would keep all other height and density requirements intact.

The article would further revise the definition of the term “half-story” in the Chestnut Street Business District by allowing for the placement of dormers in the “½ story” of apartment and multi-family

dwelling located directly above the second floor subject to the following restrictions: (1) The total length of the front wall of the dormer could not exceed fifty percent of the eave length of the portion of the roof in which the dormer is built. (2) A single dormer could not exceed twenty feet in width; (3) A roof line overhang between the dormer and the story next below would be required so as to avoid the appearance of an uninterrupted wall plane extending beyond two stories; (4) The vertical plane of the side wall of the dormer could not be placed closer than eighteen inches from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer; and (5) The dormer could not project above the main ridgeline of the building.

ARTICLE 25: AMEND ZONING BY-LAW – ALLOWING MORE THAN ONE MUNICIPAL BUILDING AND/OR USE ON A LOT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

- (a) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by inserting the following before the subheading “**ACCESSORY**”: “More than one municipal building and/or municipal use on a lot” and the letter “Y” across all zoning districts in the table.
- (b) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in Business, Chestnut Street Business, Center Business, Avery Square Business, and Hillside Avenue Business Districts, by inserting the following before the subheading “**ACCESSORY**”: “More than one municipal building and/or municipal use on a lot” and the letter “Y” across all zoning districts in the table.

Or take any other action relative thereto

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: This article would allow the Town to obtain permits to construct more than one municipal building on a lot and/or to place more than one municipal use on a lot subject to the external dimensional requirements of the underlying zoning district. The Town has limited land resources and frequently needs to construct additional buildings and/or to place a mix of municipal uses on its properties. This amendment would allow the Town to consolidate its lots and to do away with internal lot lines and their associated setbacks and other requirements which hinder necessary municipal development. The article acknowledges the Town's need to use its property for multiple uses and with multiple structures. Although development on the consolidated lots will have to comply with zoning requirements as to external dimensional requirements (e.g., setbacks from front, rear, and side property lines on the perimeter of the lot), this amendment permits the Town to develop without internal lot line restrictions. New buildings triggering current Zoning By-Law thresholds will still be subject to Site Plan Review and Off-Street Parking regulations. This provision is not unprecedented in the Zoning By-Law, as in the Needham Crossing area, more than one building and more than one use on a lot are currently allowed as-of-right.

ARTICLE 26: AMEND ZONING BY-LAW – DESCRIPTION OF FLOOD PLAIN DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

- (a) In Section 2.3, Description of Flood Plain Districts, by deleting Sections 2.3.4, 2.3.5, 2.3.6, 2.3.7 and 2.3.8 thereof.

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: Article 26, in combination with Article 27, proposes to revise the Town's flood plain zoning district boundary so that it matches the federal flood plain district boundary shown on the Norfolk County Flood Insurance Rate Map. Said area comprises the geographical area that the Federal Emergency Management Agency (FEMA) has defined as having a 1% chance of flooding in a given year. The exact boundaries of the District are defined by the 100-year base flood elevations shown on the Norfolk County Flood Insurance Rate Map (FIRM) and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012. Accordingly, Article 26 amends the Town's flood plain zoning district description as contained in the Zoning By-Law so that it reflects the flood plain district boundary shown on the Norfolk County Flood Insurance Rate Map as further defined by the Norfolk County Flood Insurance Study report dated July 17, 2012. Article 27 then amends the Town's zoning map to reflect the revised geographical boundary of the Town's flood plain zoning district boundary consistent with the newly enacted description now contained in the Zoning By-Law. The proposed amendment is offered to create regulatory parity between the Town's flood plain zoning district boundary and the federal flood plain district boundary.

ARTICLE 27: AMEND ZONING BY-LAW – MAP CHANGE TO FLOOD PLAIN DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map to revise the boundaries of the Flood Plain District so that the District now comprises the following:

- (a) All special flood hazard areas within the Town of Needham designated as Zone A, AE, or AH on the Norfolk County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Norfolk County FIRM that are wholly or partially within the Town of Needham are panel numbers 25021C0016E, 25021C0017E, 25021C0018E, 25021C0019E, 25021C0028E, 25021C0036E, 25021C0037E, 25021C0038E, and 25021C0039E dated July 17, 2012. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012.
- (b) All that land along or sloping toward that portion of Rosemary Brook between Rosemary Lake and Central Avenue that is at or below the following elevations: (i) Ninety (90) feet above mean

sea level upstream of West Street; and (ii) Eighty-eight (88) feet above mean sea level between West Street and Central Avenue.

- (c) All that land along or sloping toward that portion of Rosemary Brook between Central Avenue and the Needham-Wellesley town line that is at or below an elevation of eighty-five (85) feet above mean sea level.

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

PLANNING BOARD RECOMMENDS THAT: Article be Adopted

Article Information: This article describes the geographical boundary of the Town's flood plain zoning district as it will be reflected on a revised zoning map. Said area comprises the geographical area that the Federal Emergency Management Agency (FEMA) has defined as having a 1% chance of flooding in a given year. The exact boundaries of the District are defined by the 100-year base flood elevations shown on the Norfolk County Flood Insurance Rate Map (FIRM) and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012.

GENERAL ARTICLES / CITIZENS' PETITIONS / COMMITTEE ARTICLES

ARTICLE 28: ACCEPT PROVISIONS OF MGL – INCREASE IN RETIREE COLA BASE

To see if the Town will vote to increase the maximum base on which the retiree cost of living (COLA) is calculated from \$12,000 per year to \$14,000 per year in accordance with Chapter 32, Section 103(j) and Section 19 of Chapter 188 of the Acts of 2010; or take any other action thereto.

INSERTED BY: Retirement Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this article is to increase the base amount upon which the Cost of Living Adjustment is paid to Town of Needham retirees. Currently, the maximum base upon which retiree pension COLA is calculated is \$12,000; therefore, the maximum amount that a retiree can receive, even if his/her pension exceeds \$12,000, is \$360. Approval of this article will increase the COLA base from \$12,000 to \$14,000. The decision as to whether to grant a COLA and at what amount is made annually by vote of the Needham Contributory Retirement Board.

ARTICLE 29: HOME RULE PETITION/AMEND TOWN OF NEEDHAM CHARTER PART 3, TOWN OFFICERS, SECTION 18. MODERATOR

To see if the Town vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows;

“An act amending the Charter of the Town of Needham, Part 3, Section 18. Moderator, by deleting the

words "A moderator shall be elected by ballot at each annual town election"; and inserting in place thereof the words "A moderator shall be elected by ballot at the annual town election for a term of three years".

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by authority of same, as follows:

Section 1. Part 3 TOWN OFFICERS, Section 18. Moderator is amended in line 1 of Section 18 by deleting the words "A moderator shall be elected by ballot at each annual town election"; and inserting in place thereof the words "A moderator shall be elected by ballot at the annual town election for a term of three years".

Section 2. This act shall become effective upon passage."

Or take any other action relative thereto.

INSERTED BY: Town Clerk

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: The term of the Town Moderator in Needham is one year. Needham's moderators have a history of running for the office annually, and State Law allows for a term of three years. Changing the term of the Moderator to three years would be consistent with most other elected offices in Needham. Because the term of the Moderator is set forth in the Town Charter, a home rule petition seeking State approval is required. The Town Charter was established as a Special Act of the Legislature.

COMMUNITY PRESERVATION ACT ARTICLES

ARTICLE 30: APPROPRIATE FOR ROSEMARY POOL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$450,000 for design and engineering of Rosemary Pool and site, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Park and Recreation Commission is requesting \$450,000 to design a new outdoor pool at the Rosemary site, and to design improvements to the building and the parking lot. This project underwent a year-long feasibility study, with input from residents throughout the process at public meetings and through surveys. The design process will include final decisions on the specific location on the Rosemary site for the pool, as well as the size of the pool and amenities such as a splash pad and boating on the lake. It is anticipated that space within the building will be available for year-round use. The design process will also include permitting.

ARTICLE 31: APPROPRIATE FOR NEWMAN ATHLETIC FIELDS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,527,000 for Newman School Athletic Fields renovation, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article will fund the reconstruction of athletic fields behind the Newman School. Two 60' diamonds and a large multi-purpose field will be rebuilt, solving a constant issue with water retention, and providing drier fields for more consistent use. A pedestrian path will be added around the fields for personal fitness and school activities. The project has gone through a year-long design process, including permitting.

ARTICLE 32: APPROPRIATE FOR EASTMAN CONSERVATION AREA

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$800,000 for the reconstruction of the Eastman Conservation Area, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This project includes the construction of improvements on the trail system that is part of the Science Center curriculum for the schools, with a variety of natural habitats located within the trail. The Eastman Conservation Area is located at the Newman School, and the project was designed in conjunction with the Newman Athletic Fields project. The existing boardwalks would be removed and ADA access would be provided throughout the trail, so that all students can reach the teaching spots. The project has gone through a year-long design process, including permitting.

ARTICLE 33: APPROPRIATE FOR MILLS FIELD

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$510,000 for Mills Field Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This project would support improvements to Mills Field, including an increase in available parking, renovation of the basketball court, installation of a single unit restroom, and replacement of the sod on the 60' diamond. The project has gone through a year-long design process.

ARTICLE 34: APPROPRIATE FOR RIDGE HILL/STUDENT CONSERVATION ASSOCIATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$10,000 for Ridge Hill Loop Trail Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Open Space Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Conservation Commission is proposing to engage the Massachusetts Student Conservation Association to work up to 10 days on projects at Ridge Hill Reservation, including trail improvements and building a small bridge. The funds will cover the fee for the group, plus materials needed for the projects. The Town will provide a location for the team to camp while working on the projects.

ARTICLE 35: APPROPRIATE FOR BOAT LAUNCH

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$30,000 for Boat Launch Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article will fund the design of improvements to the existing Charles River boat launch on South Street, near Dedham Avenue. The intention is for the area to be pedestrian-friendly, and to make it easier to access the river to launch small boats. The funds will support both the design and permitting of the proposed improvements.

ARTICLE 36: APPROPRIATE FOR RAIL TRAIL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$100,000 for Bay Colony Rail Trail construction, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The rail trail will be constructed from the Town Forest to the Charles River. The rails and wooden ties will be removed, providing a passable path. Bid documents are being developed for the construction of the trail, including a stone dust surface, safety fencing and road crossings. The Bay Colony Rail Trail Association has donated \$115,000 to the Town towards this project, and the state is contributing \$70,000. Additional fundraising is underway.

ARTICLE 37: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to M.G.L. Chapter 44B from the estimated FY2016 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	\$82,000
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Reserves:

B. Community Preservation Fund Annual Reserve	\$1,448,606
C. Community Housing Reserve	\$281,353
D. Historic Resources Reserve	\$0
E. Open Space Reserve	\$281,353

or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Town Meeting and voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the Community Preservation Committee (CPC) and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Annual Reserve.

HIGH SCHOOL ARTICLES

ARTICLE 38: HOME RULE PETITION/CONSTRUCT ADDITIONS TO HIGH SCHOOL UNDER GL CH 149A

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General court may make only clerical or editorial changes of form to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT AUTHORIZING THE TOWN OF NEEDHAM TO AWARD A CONTRACT AND CONSTRUCT AN ADDITION AND ALTERATIONS TO NEEDHAM HIGH SCHOOL UNDER THE PROVISIONS OF GENERAL LAWS CHAPTER 149A.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The provisions of General Laws Chapter 149A Section 1 notwithstanding, the Town of Needham is authorized to construct an addition and alterations to the Needham High School that includes permanent classrooms and an expansion of the cafeteria under the provisions of General Laws Chapter 149A even though the costs are estimated to be less than \$5,000,000.

SECTION 2. This act shall become effective upon final passage.

INSERTED BY: School Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Permanent Public Building Committee is currently studying the need for the renovation and addition to Needham High School, including expansion of the cafeteria and the addition of classroom space. The project schedule would require construction during the summer to open the school in September. Due to the compressed schedule, the PPBC recommends that the project be constructed under the "Construction Manager at Risk" method. Because State law does not allow the Town to utilize this method for projects estimated to cost less than \$5 million, a home rule petition seeking Legislative approval is required.

ARTICLE 39: APPROPRIATE FOR HIGH SCHOOL EXPANSION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$500,000 for engineering and design for High School expansion, to be spent under the direction of the Town Manager, and that \$276,000 be transferred from Free Cash, \$38,046 be transferred from Article 3 of the 2008 May Special Town Meeting, \$10,086 be transferred from Article 32 of the 2008 Annual Town Meeting, \$11,319 be transferred from Article 5 of the 2008 October Special Town Meeting, \$17,070 be transferred from Article 45 of the 2009 Annual Town Meeting, \$6,076 be transferred from Article 33 of the 2010 Annual Town Meeting, \$68,385 be transferred from Article 9 of the 2009 November Special Town Meeting, \$12,305 be transferred from Article 39 of the 2013 Annual Town Meeting, and \$60,713 be transferred from Article 1 of the 2013 November Special Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This project funding would be for design of added classroom and cafeteria space at Needham High School. The preliminary concept for classroom expansion would include the installation of new classroom, storage space, and circulation representing between 6,500 - 8,100 s.f. of space. The Permanent Public Building Committee is in the process of overseeing a feasibility study to determine the best plan for the installation of classrooms. The cafeteria project includes the expansion of the existing cafeteria and servery area. The preliminary scope includes: adding 2500 s.f. to the existing cafeteria space and creating an expanded seating area; reconfiguring the seating by replacing round tables with bench-style seats; reconfiguring table placement and installing counters with moveable chairs

around the periphery of the dining room; adding a sixth cash register and pushing the cash register lines out of the server area and into the dining room; reconfiguring the serving line to allow for better student flow; and upgrading furnishings and fixtures in the dining room area. All features of the High School classroom expansion project are subject to decisions made after the feasibility report is complete. It is anticipated that project funding for construction would be brought before the fall, 2015 Special Town Meeting after bids are received.

CAPITAL ARTICLES

ARTICLE 40: RESCIND BOND AUTHORIZATIONS

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

<u>Project</u>	<u>Town Meeting</u>	<u>Article</u>	<u>Authorized</u>	<u>Rescind</u>
Rosemary Pool Complex	2000 ATM	63	\$100,000	\$7,500
Public Services Administration Building	2008 STM (Oct)	5	\$5,725,000	\$49,000
RTS Construction Equipment	2011 ATM	42	\$86,000	\$12,000
Town Hall (CPA Portion)	2009 ATM	35	\$7,200,000	\$1,210,000
Pollard School Boiler Replacement	2013 ATM	40	\$800,000	\$140,000

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: When a project is financed by borrowing, the project has been completed, and the bills have been paid, the balance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to rescind prevents the Town from borrowing the amount rescinded, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids.

ARTICLE 41: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate \$1,941,411 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto:

Group	Description	Recommended	Amendment
General Government	Mail Processing Machines	\$30,645	
General Government	Network Hardware, Servers & Switches	\$30,000	
Public Schools	Copier Replacement	\$62,740	
Public Schools	Furniture	\$45,405	
Public Schools	Technology Replacement	\$403,000	
Public Works	Fuel System Software/Hardware Upgrade	\$94,500	
Public Works	Mobile Column Lifts	\$73,500	
Public Works	Fleet Replacement Program	\$1,077,249	
Public Facilities	Energy Efficiency Upgrade Improvements	\$96,323	
Public Facilities	Fleet Replacement Program	\$28,049	
		\$1,941,411	

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

MAIL PROCESSING MACHINE REPLACEMENT This article would fund the replacement of two pieces of equipment - folding/stuffing and mail - used by the Information Technology Center (ITC) to support multiple departments. The folding/stuffing machine is used for various tasks by the ITC in support of the Finance Department and in response to requests from external departments. The mail machine is used daily in support of multiple departments for postage and mailing.

NETWORK HARDWARE SERVERS AND SWITCHES The request is to replace older servers, both application and data, with newer, faster, and more energy efficient models including hardware to install virtualization software. This funding also supports the replacement of the spam filter, virus firewall, and internet filtering, and older network switches that connect buildings, departments, and workstations throughout the Town. Newer models of both servers and switches will be better able to take advantage of the Town fiber network and increase the speed of data within the Town's fiber network. Not replacing or updating this equipment can have an adverse effect on email operability, financial applications, internet access, data accessibility, and backups between the Town's datacenters.

SCHOOL COPIER REPLACEMENT In May 2003, Town Meeting authorized \$60,000 in first-year funding to establish a replacement cycle for school photocopiers. School photocopiers are located in all of the schools and the administration building, and are used both by administrative and teaching staff. Teachers use the machines to reproduce classroom materials, including homework sheets, exams, teaching packets, etc. Currently, the School Department owns 48 copy machines. The FY2016 request replaces four copy machines. Copier replacement is planned on a lifecycle analysis, which projects when a copier should be replaced based on actual usage and the manufacturer's total estimated capacity. Copiers that are heavily used are replaced more frequently than copiers that are lightly used. A seven-year maximum duty life is assumed for most machines, even if they have not yet reached maximum copy allowances, given the additional operating expense associated with servicing and maintaining older equipment, as well as the difficulty in obtaining replacement parts. This analysis assumes that copiers are redeployed around the District, as needed, to match copier use with equipment capacity.

SCHOOL FURNITURE This request continues the replacement cycle for school furniture in poor and fair condition at Hillside, Mitchell, Newman and Pollard Schools. In these schools, furniture is 10-20+ years old and in a state of disrepair after decades of heavy use. In FY2005, Town Meeting approved funding to begin the replacement of furniture in poor condition. By FY2015, all furniture in poor condition will have been replaced at these schools. The FY2016 funding request will continue with the replacement of furniture in fair condition at these schools and will allow for the purchase of furniture needed for enrollment growth. In addition, these funds would be used for new classroom furniture as needed.

TECHNOLOGY REPLACEMENT The Technology Replacement Program includes the School Department's regular replacement cycle for technology devices, including computers, printers, and servers. The request includes:

Hardware Replacement The FY2016 request is \$222,000 for 226 replacement devices: 35 teacher and administrator computers and 191 lab/classroom computers at Broadmeadow, Mitchell, Newman, and the High School. The majority of the computers being purchased will be deployed at the High School – FY2016 represents the second year of the anticipated five-year timeframe to replace the High School computers. The student stations will be replaced in critical lab locations.

Printer Replacement This portion of the request totals \$12,000 in FY2016. The School Department is in the process of changing its printer replacement strategy to incorporate fewer, more efficient and more cost effective printers. The Department has moved to a shared printing model for Pollard teachers and is planning to do the same for the Mitchell School. The FY2016 request includes the replacement of 36 printers throughout the District.

Interactive Whiteboard and Projector Replacements This is a new category of the technology replacement program. During the past year, the Department has experienced the failure of some of the early installations of LCD projectors and SMART Boards. Summer maintenance has revealed a significant number of possible failures that are still being assessed at Eliot, Hillside, Newman, Pollard and the High School. The FY2016 funding request for replacement is \$75,000.

Infrastructure Hardware Infrastructure hardware includes servers, network hardware and wireless infrastructure. The server request for FY2016 is \$30,000 and includes the replacement of servers that have been running 24/7 for three and four years. The servers will be repurposed to less critical functions for two and three years respectively. The network hardware request includes \$27,000 in FY2016: \$5,000 for UPS replacements and upgrades, as well as funds to update switches. Last year, the District began to update its switches to accommodate growing Internet bandwidth requirements, completing the 1 GB to 10 GB upgrade at the core and the head end room. In FY2016, \$12,000 is allocated to complete the Eliot backup installation. In addition, there is a need to replace many of the switches around the district. Switches are typically installed as part of building projects and have not been included as part of the replacement cycle in the past. The request includes \$10,000 for this purpose. Finally, the request includes \$37,000 for the expansion of wireless infrastructure to support Internet functions at the Broadmeadow and Eliot elementary schools.

FUEL SYSTEM SOFTWARE/HARDWARE UPGRADE This project will improve the Town's fuel management system. The Town currently utilizes a fuel dispensing system ("Gasboy") that is outdated and requires manual entry and authentication by vehicle drivers. The current operating system is no longer fully supported by the manufacturer. This upgrade of the fuel management system and software will provide more automated control of fuel. It will allow for quicker fueling by eliminating manual entry, reduce input errors, and will provide for more accurate reporting data of fuel usage. Additionally, hardware installed in late model equipment (1996 and newer) will automatically report vehicle

information to the system for maintenance planning at the time of fueling, including: mileage, maximum vehicle speed, oil level and pressure, check engine light status, and any faults. The fuel system hardware can be removed and installed at a new location if deemed appropriate in the future, and the software is capable of managing multiple fueling locations. This upgrade will provide for the installation of 140 automotive modules into vehicles/equipment, 240 fuel keys for vehicles/equipment, new nozzles, fuel island controls and kiosk, and a hard and/or wireless data connection.

MOBILE COLUMN LIFT This request would replace an existing permanently-mounted above ground automotive lift with a portable mobile four column lift. The existing 7,000 lb. two post automotive lift is unable to lift many vehicles and equipment serviced by the DPW. The lift is also outdated and in need of repairs. Parts are unavailable, and would need to be manufactured for needed repairs. The original lift was acquired second hand from a school program. A mobile four column lift will lift all the vehicles currently serviced, and will provide greater flexibility by allowing vehicles to be lifted on any flat surface. It can be used in any of the bays, and can be used to service vehicles in the DPW yard. This lift will come with additional jack stands so that vehicles can be raised, evaluated, and remain on those stands while waiting for parts. This will increase efficiency as vehicles will not need to be raised and lowered more than once in order to perform maintenance on multiple pieces of equipment.

FLEET REPLACEMENT - SPECIALIZED EQUIPMENT Unless circumstances require otherwise, the fleet replacement – Specialized Equipment planned for FY2016 includes the following;

Unit	Division	Year	Existing Description	Request Description	Miles/Hours	Cost
7	DPW Highway	2000	International 4900 Dump	International 7300 Dump	43,414	\$219,746
49	DPW Highway	2002	Volvo Tractor	International 7600 Multi-body Dump	98,562	\$269,930
73	DPW Parks	2008	Ford F-350 Dump	Ford F-550	42,648	\$78,296
74	DPW Parks	2008	Ford F-350 Dump	Ford F-550 / Hook Loader	48,043	\$104,102
75	DPW	2008	Ford F-550 Dump	Ford F -550	37,353	\$78,296

FLEET REPLACEMENT - SNOW AND ICE EQUIPMENT Unless circumstances require otherwise, the fleet replacement – Snow & Ice Equipment planned for FY2016 includes the following;

Unit	Division	Year	Existing Description	Request Description	Miles/Hours	Cost
106	DPW Highway	2002	Sidewalk Tractor/Track	Same or Similar	1,017	\$152,912
117	DPW Highway	2000	Sidewalk Tractor	Same or Similar	1,135	\$173,967

CORE FLEET REPLACEMENT Unless circumstances require otherwise, the core fleet replacement planned for FY2016 includes the following;

Unit	Division	Year	Existing Description	Request Description	Miles/Hours	Cost
705	Public Facilities	2006	Ford Econ Van E250	Same or Similar	57,460	\$28,049

PUBLIC FACILITIES ENERGY EFFICIENCY UPGRADE IMPROVEMENTS *The May, 2011 Special Town Meeting appropriated funding for an engineering study for energy upgrades at ten key buildings. The results of this study illustrate that the Town's investment in selected and recommended energy upgrades will pay for themselves within 10 years. FY2016 represents the third year of a five year plan. Unless circumstances dictate otherwise, FY2016 funding is targeted for retro-commissioning the HVAC controls at the Eliot School and converting lighting to more energy efficient induction lighting at the Eliot School and at Fire Station #2.*

ARTICLE 42: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,453,500 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation that \$453,500 be transferred from Free Cash and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,000,000 under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *The Public Works Infrastructure Program allows the Department of Public Works to make improvements and repairs to Town infrastructure, including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts.*

STREET RESURFACING *This program is intended to improve the structural and surface integrity of the Town's 123 linear miles of accepted streets. The primary strategy of this program is asphalt paving and incidental work. Incidental work may include asphalt berm curb, new grass shoulders, corner reconstruction including handicapped ramps, minor drainage improvements, street sign replacement, traffic markings, and signs. Applying this repair strategy in a timely manner will extend the useful life of roadways for up to 15 years. Installing a monolithic asphalt berm curb better defines the edge of road, improves drainage and protects the shoulder from erosion. Target funding for street resurfacing in FY2016 is \$475,000.*

TRAFFIC SIGNAL & INTERSECTION IMPROVEMENTS *This program funds traffic signal improvements and intersection improvements, and new traffic signal installations where none currently exist. No funding is targeted for this program in FY2016.*

SIDEWALK PROGRAM *This Program funds improvements to the network of sidewalks throughout the community. There are over 160 miles of accepted sidewalks in Needham, and more than half do not comply with current standards and require significant improvements including the installation of handicapped ramps. All sidewalk improvements must comply with Federal and State laws and construction standards. Current estimates have identified over \$20,000,000 in backlogged sidewalks in need of repair. Unless circumstances dictate otherwise, the target funding for the sidewalk program in*

FY2016 is \$225,000.

STORM DRAIN CAPACITY IMPROVEMENTS This program provides funding to improve roadway drainage capacity. The 2002 Stormwater Master Plan identified a number of areas throughout Needham where improvements are required to resolve flooding problems and remove illicit discharge. Locations for improvements have been prioritized within the plan. Since the issuance of the Stormwater Master Plan, numerous multi-unit developments have been built or are planned in the Town. These developments include new roads with drainage structures and roof or sump connections that are then connected to existing Town systems. These new connections have increased the load on the Town's drainage system and caused flooding in some areas. Unless circumstances dictate otherwise, FY2016 funding is targeted for the Greendale Avenue area (engineering - \$120,000 and construction - \$350,000).

STORM DRAIN SYSTEM REPAIRS This program provides funding to repair failing storm drainage infrastructure within Town easements that have been discovered through investigation work. These projects will include the replacement of existing culverts that have deteriorated over time and are restricting flow. This work will eliminate flooding and capacity issues in the immediate vicinity. FY2016 funding is targeted for the replacement of ten feet of pipe underneath a culvert on Edgewater Drive, the replacement of a badly damaged 100 foot section of 18" reinforced concrete drain pipe within a Town easement adjacent to 470 South Street, and various small projects related to the Labor Day 2013 storm drainage remediation (\$203,500).

BROOKS AND CULVERTS – REPAIR AND MAINTENANCE This program addresses poorly draining brooks, streams, waterways and culverts throughout the Town that have been severely damaged by heavy rains/storms in the past. Flooding has caused the failure of retaining walls, resulting in extensive erosion and silt deposits in brooks and streams. The silt has provided a medium for vegetation and affected the flow of water, and the situation has resulted in the loss of useable abutting property and flooded basements. Brook and culvert repair and maintenance is a component of the Town's NPDES permit under Environmental Protection Agency (EPA) regulations. Unless circumstances dictate otherwise, FY2016 funding is planned for continued wall repair along Rosemary Brook (\$80,000).

ARTICLE 43: APPROPRIATE FOR CENTRAL AVENUE/ELLIOT STREET BRIDGE CONSTRUCTION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$2,000,000 for reconstruction and repair of the Central Avenue/Elliot Street bridge, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto:

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: In the spring of 2013, the Central Avenue/Elliot Street Bridge was identified by the State as having structural deficiencies. The Town of Needham and the City of Newton engaged a structural engineer to further evaluate the bridge. The monitoring that was conducted provided sufficient information for the two communities to determine the type of repairs needed. While less extensive than the worst case scenario of a total replacement, the repairs will require that the bridge be shut down for a period of time. The construction estimate for the project is based on the cost of rehabilitation, which is referred to as the "root canal" approach. This will require supporting the structure, removing the

asphalt and dirt interior of the bridge and the replacing it with concrete. This methodology also accounts for the need to preserve the historic nature of the bridge. The requested funding is for the Town's share of the project - costs will be shared equally with the City of Newton.

ARTICLE 44: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$120,500 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Sewer	Specialty Equipment	\$70,500	
Sewer	Sewer Service Connections	\$50,000	
		\$120,500	

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

SEWER SPECIALIZED EQUIPMENT *This request is for a new piece of equipment that will be used to clean sewer lines and drains in difficult to access and/or remote locations that cannot be reached by standard methods using existing equipment. This easement machine will attach to the existing vactor truck or jet truck and is able to jet clear sewers and drains that cannot be reached by the existing equipment. This would be used to perform preventative maintenance in areas that are not presently being reached by machinery and must be hand-serviced, and to respond more effectively to sewer back-ups.*

SEWER SERVICE CONNECTIONS *The primary purpose of this program is to install sewer service connections in advance of roadway resurfacing or reconstruction. There are 108 homes that have access to sewer mains, but which have no lateral connections to the street. These residents have chosen not to connect to the sewer system at this time. The purpose of this request is to provide the lateral sewer line from the sewer main to the property line so that the homeowners may connect should they choose to or should their septic systems fail. The lateral sewer line is to be installed at least one year prior to a road reconstruction/paving project. If the services are not replaced prior to roadway improvements, an element of the subsurface infrastructure remains susceptible to failure before the useful life of the reconstructed roadway has been realized.*

ARTICLE 45: APPROPRIATE FOR SEWER PUMP STATION IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$550,000 for Sewer Pump Station Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that \$116,143 be transferred from Article 59 of the 1998 Annual Town Meeting, and \$433,857 be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: As part of the Wastewater System Master Plan, several of the wastewater pumping stations were evaluated to assess their physical condition and capacity, and to evaluate current and future flow projections. Canister pump stations at Lake Drive, Cooks Bridge (Milo Circle), Alden Road and Reservoir "A" are each either at or beyond their design life. Constant maintenance and emergency shutoffs occur more frequently, and the stations require an increasing level of resources to remain operational. FY2016 funding is targeted for engineering, design and construction of the Reservoir "A" Station.

ARTICLE 46: APPROPRIATE FOR WATER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$976,604 for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Water Enterprise Fund retained earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Water	Fleet Replacement Program	\$41,604	
Water	Mobile Record Keeping Devices GIS	\$35,000	
Water	Service Connections	\$200,000	
Water	Water Supply Development	\$700,000	
		\$976,604	

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

CORE FLEET REPLACEMENT Unless circumstances require otherwise, FY2016 Water Core Fleet replacement includes the following:

Unit	Division	Year	Existing Description	Request Description	Miles/Hours	Cost
21	Water	2010	F-150 Pick-up	F-250 Pick-up	31,729	\$41,604

MOBILE RECORD KEEPING DEVICES This funding will support an upgrade in the manner in which the Department of Public Works conducts data collection, data retrieval, and work order completion in the field. The Department is presently working with updated Geographic Information System (GIS) and database software that will interact with portable devices to provide Department field staff on-site access to valuable data. The software will enable personnel to upload and update record drawings within hours as opposed to the months that it currently takes to update these same records. The mobile record-keeping devices will enable personnel to retrieve information at the scene of a job site rather than traveling to the Public Works Department to search out the information, thereby reducing response time. This will allow employees to more quickly locate shut off valves during emergency situations that could negatively impact homeowners and business owners. Additionally, these devices will

provide onsite access to work orders and records, such as catch basin records, that will allow real time updating and retrieval of data. These devices will be placed in a pool, and staff who requires them to conduct their daily functions will sign them out as needed. This request is to purchase mobile devices and to scan existing drawings into the network for remote access. Project funding will support 12 devices (\$20,000) and scanning and coding (\$15,000).

WATER SERVICE CONNECTIONS *The primary purpose of this program is to remove old iron pipe water services that may contain lead from the water distribution system. Old water services are to be replaced at least one year prior to a road reconstruction/paving project. If the services are not replaced prior to roadway improvements, an element of the subsurface infrastructure remains susceptible to failure before the useful life of the reconstructed roadway has been realized. The FY2016 funding will provide approximately one year's value of water service replacements, which will fall in line with the road resurfacing program schedule. System wide, there are approximately 2,500 services that still need to be replaced.*

WATER SUPPLY DEVELOPMENT *In April 2013, the Town redeveloped Well #3, restoring the yield of the well to approximately one third of its original capacity. The original capacity of the well was 50 gallons per foot, and the redevelopment brought the well up to 18 gallons per foot. (Prior to redevelopment, the yield of the well was as low as five gallons per foot). Since this last redevelopment in April 2013, the well is already showing signs of losing further capacity, and is pumping seven gallons per foot as of September 2014. Water supply development funds for FY2015 had been intended for the design and engineering of a new fourth well. Based on the condition of Well #3, this funding has been redirected to the replacement of Well #3. The permitting process with the Massachusetts Department of Environmental Protection (DEP) for this replacement would be considerably shorter - approximately one year - rather than the longer process required for establishing a new well. Once the capacity in Well #3 has been reestablished, planning for the fourth well will begin. The fourth well at the Charles River Well Field would provide reliability and redundancy while other wells are taken offline for routine maintenance or repair.*

ARTICLE 47: APPROPRIATE FOR WATER SYSTEM REHABILITATION PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$820,500 for the Water System Rehabilitation Program, to be spent under the direction of the Town Manager, and to meet this appropriation that \$3,575 be transferred from Water Retained earnings, \$12,703 be transferred from Article 56 of the May 2001 Annual Town Meeting, \$15,000 be transferred from Article 58 of the 2001 Annual Town Meeting, \$9,131 be transferred from Article 51 of the 2003 Annual Town Meeting, \$13,082 be transferred from Article 53 of the 2003 Annual Town Meeting, \$14,583 be transferred from Article 52 of the 2004 Annual Town Meeting, \$10,025 be transferred from Article 50 of the 2005 Annual Town meeting, \$11,409 be transferred from Article 46 of the 2007 Annual Town Meeting, \$18,000 be transferred from Article 46 of the 2008 Annual Town Meeting, \$9,740 be transferred from Article 48 of the 2008 Annual Town Meeting, \$58,166 be transferred from Article 39 of the 2010 Annual Town Meeting, \$10,086 be transferred from Article 45 of the 2011 Annual Town Meeting, and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$635,000 under M.G.L. Chapter 44, Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract

with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Town Manager is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town's water infrastructure is routinely analyzed to assess functionality and performance, and to identify areas in need of repair. Water infrastructure requires ongoing attention and periodic replacement. Portions of the Town's water infrastructure are 75+ years old and approaching the end of their useful life. A diligent rehabilitation program encompassing maintenance, repair, and replacement ensures a reliable supply of water to the public. The Department of Public Works prioritizes replacement of water pipes based upon pipe condition, water break history, and adequacy of water flow to fire hydrants. Unless circumstances require otherwise, FY2016 funding will support the construction of new 8 inch water mains on Pleasant Street from Howland Street to Dedham Avenue (1,160 lf) and on Norfolk Street from Warren Street to Webster Street (1,300 lf).

TOWN RESERVE ARTICLES

ARTICLE 48: APPROPRIATE TO THE OPEB TRUST FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$160,000 to the OPEB Trust Fund, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of the OPEB (Other Post Employment Benefits) Trust is to set aside funds for the Town's retiree health and life insurance obligations. The Town began funding this program in 2002, and converted to fully-funding the plan on an actuarial basis in FY2008. From time to time, as funds become available for one-time use, the Town supplements the Annual Required Contribution (ARC) that is appropriated in the Townwide Expenses section of the operating budget. This has the effect of reducing the Town's unfunded liability more quickly.

ARTICLE 49: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of \$1,026,412 to the Athletic Facility Improvement Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that \$20,712 be transferred from Article 4 of the March 3, 2008 Special Town Meeting, \$160,000 be transferred from Overlay Surplus, and \$845,700 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2012 Annual Town Meeting authorized the creation of an athletic facility stabilization fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures. The November, 2014 balance in the fund was \$942,000. The replacement of the synthetic turf fields at Memorial park and DeFazio Field Complex is estimated to be \$2.5 million in the 2020 timeframe, and \$366,412 of the recommended appropriation is intended for these fields: \$45,700 from the annual method of benchmarking to the Park and Recreation administrative fee receipts, \$20,712 to be transferred from the balance of the DeFazio track article, and \$300,000 from Free Cash. An additional \$300,000 per year will be recommended over the next four years, if circumstances permit, to fully fund the synthetic turf replacement. The recommended appropriation also includes \$660,000 intended for the for the renovation or reconstruction of the Memorial Park Building, Additional funds will be recommended over the next several years, as circumstances permit, and a feasibility study for the Memorial Park building will be included in the FY2017 – FY2021 capital improvement planning process.

ARTICLE 50: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 10th day of February 2015.

JOHN A. BULIAN, *Chairman*
MAURICE P. HANDEL, *Vice Chairman*
MATTHEW D. BORRELLI, *Clerk*
MARIANNE B. COOLEY
DANIEL P. MATTHEWS

Selectmen of Needham

A true copy,
ATTEST _____ 2015
Constable (month) (day)

**Reserve Fund Transfer Requests
Approved by the Finance Committee
Fiscal Year 2014**

Budget	Date of Action	Amount
1 Board of Selectmen Land Purchase	13-Aug-13	\$75,000
2 Police Department Trailer Replacement	13-Jan-14	\$6,451
3 Department of Public Facilities Repairs to Public Buildings	11-Jun-14	\$70,000
4 Department of Public Works - Snow & Ice	11-Jun-14	\$706,635
Total Approved from General Reserve Fund		\$858,086
Total Approved from RTS Reserve Fund		\$0
Total Approved from Sewer Reserve Fund		\$0
Total Approved from Water Reserve Fund		\$0

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GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)			
as of March 11, 2015			
(Excludes Seasonal, Temporary and Intermittent Positions)			
TITLE	GRADE	ANNUALIZED SALARY RANGE	
<u>GENERAL GOVERNMENT</u>			
<u>Board of Selectmen/Town Manager</u>			
Town Manager	Contract	Contract	
Support Services Manager	M-1	\$61,542 - \$77,112	
Department Assistant 2	I-13	\$17.38 - \$22.57/hour	
Administrative Assistant	I-14	\$18.89 - \$24.52/hour	
Assistant Town Manager/Dir. of Ops.	M-5	\$101,197 - \$126,821	
Administrative Assistant - HR	SS-3	\$18.98 - \$24.06/hour	
Director of Human Resources	M-3	\$78,231 - \$98,019	
Human Resources Administrator	NR-3	\$22.40 - \$29.86/hour	
<u>Town Clerk</u>			
Town Clerk	Elected	\$88,413	
Assistant Town Clerk	NR-3	\$43,673 - \$58,224	
Department Assistant 2	I-13	\$17.38 - \$22.57/hour	
Department Specialist	I-14	\$18.89 - \$24.52/hour	
<u>Legal</u>			
Town Counsel	Sch C	\$73,301	
<u>FINANCE</u>			
<u>Assessors</u>			
Director of Assessing	M-2	\$73,314 - \$91,803	
Asst. Director of Assessing	NR-5	\$54,686 - \$70,336	
Field Assessor	I-18	\$23.37 - \$30.35/hour	
Department Specialist	I-14	\$18.89 - \$24.52/hour	
Department Assistant 1	I-12	\$15.86 - \$20.60/hour	
<u>Finance Department</u>			
Asst Town Manager/Dir. of Finance	M-5	\$101,197 - \$126,821	
Finance & Procurement Coordinator	NR-6	\$56,984 - \$74,453	
<u>Parking Clerk</u>			
Parking Clerk	NR-1	\$18.67 - \$24.68/hour	
<u>Accounting</u>			
Town Accountant	M-2	\$73,314 - \$91,803	
Assistant Town Accountant	NR-5	\$54,686 - \$70,336	
Administrative Specialist	I-15	\$20.73 - \$26.92/hour	
Department Specialist	I-14	\$18.89 - \$24.52/hour	
Payroll Coordinator	I-18	\$23.37 - \$30.35/hour	
<u>Information Technology Center</u>			
Director, MIS	M-3	\$78,231 - \$98,019	
GIS/Database Administrator	IE-20	\$54,932 - \$71,331	
Computer Operator	I-15	\$20.73 - \$26.92/hour	
Network Manager	IE-23	\$67,529 - \$87,692	
Applications Administrator	IE-20	\$54,932 - \$71,331	
Technology Support Technician	I-19	\$25.66 - \$33.32/hour	

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)

as of March 11, 2015

(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
<u>Treasurer/Collector</u>		
Treasurer/Collector	M-2	\$73,314 - \$91,803
Assistant Treasurer/Collector	NR-5	\$54,686 - \$70,336
Department Specialist	I-14	\$18.89 - \$24.52/hour
Department Assistant 2	I-13	\$17.38 - \$22.57/hour
Department Assistant 1	I-12	\$15.86 - \$20.60/hour
<u>Finance Committee</u>		
Finance Comm. Exec. Secretary	NR-4	\$48,869 - \$63,840
<u>PUBLIC SAFETY</u>		
<u>Police Department</u>		
Police Chief	M-5	Contract
Lieutenant	P-3	\$36.06 - \$42.67/hour
Sergeant	P-2	\$30.12 - \$34.46/hour
Police Officer	P-1	\$20.82 - \$27.90/hour
Animal Control Officer	UR-2	\$20.15 - \$26.32/hour
Administrative Specialist	I-15	\$20.73 - \$26.92/hour
Police Maintenance Assistant	UR-1	\$17.50 - \$23.14/hour
Administrative Assistant	I-14	\$18.89 - \$24.52/hour
Department Assistant 2	I-13	\$17.38 - \$22.57/hour
Public Safety Dispatcher	UR-1	\$17.50 - \$23.14/hour
<u>Fire Department</u>		
Fire Chief	M-5	Contract
Deputy Fire Chief Operations	F-5	\$42.99 - \$45.19/hour
Deputy Fire Chief	F-4	\$34.29 - \$39.14/hour
Fire Captain	F-3	\$32.58 - \$34.21/hour
Fire Lieutenant	F-2	\$27.63 - \$31.48/hour
Firefighter	F-1	\$19.82 - \$26.57/hour
Super. Fire Alarm	FA-2	\$25.72 - \$32.87/hour
Director of Administrative Services	IE-20	\$54,932 - \$71,331
Administrative Assistant	I-14	\$18.89 - \$24.52/hour
Public Safety Dispatch Super.	UR-4	\$23.49 - \$30.69/hour
Public Safety Dispatcher	UR-1	\$17.50 - \$23.14/hour
<u>Building</u>		
Building Commissioner	M-2	\$73,314 - \$91,803
Assistant Building Commissioner	NR-6	\$56,984 - \$74,453
Inspector of Plumbing and Gas	NR-4	\$25.06 - \$32.74/hour
Inspector of Wires	NR-4	\$25.06 - \$32.74/hour
Local Building Inspector	NR-5	\$28.04 - \$36.07/hour
Administrative Specialist	I-15	\$20.73 - \$26.92/hour
Department Assistant 2	I-13	\$17.38 - \$22.57/hour
<u>PUBLIC WORKS</u>		
<u>Administration</u>		
Director of Public Works	M-5	\$101,197 - \$126,821
Assistant Director of Public Works	M-4	\$91,283 - \$114,388
Supervisor of Administration, DPW	M-1	\$61,542 - \$77,112
Senior Admin. Coordinator	I-17	\$22.66 - \$29.43/hour

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)		
as of March 11, 2015		
(Excludes Seasonal, Temporary and Intermittent Positions)		
TITLE	GRADE	ANNUALIZED SALARY RANGE
Department Specialist	I-14	\$18.89 - \$24.52/hour
Department Assistant 2	I-13	\$17.38 - \$22.57/hour
Administrative Specialist	I-15	\$20.73 - \$26.92/hour
Administrative Analyst	NR-3	\$43,673 - \$58,224
<u>Engineering Division</u>		
Town Engineer	M-4	\$91,283 - \$114,388
Assistant Town Engineer	UR-6	\$56,984 - \$74,453
Contract Administrator	UR-6	\$56,984 - \$74,453
Civil Engineer	UR-4	\$48,869 - \$63,840
Survey Party Chief	UR-3	\$20.99 - \$27.99/hour
AutoCad Technician	UR-2	\$20.15 - \$26.32/hour
Engineering Aide	UR-1	\$17.50 - \$23.14/hour
<u>Garage Division</u>		
Fleet Supervisor	M-1	\$61,542 - \$77,112
Master Mechanic	W-7	\$26.21 - \$31.13/hour
Equipment Mechanic	W-5	\$22.17 - \$26.53/hour
<u>Highway Division</u>		
Division Super. Highway	M-2	\$73,314 - \$91,803
Assistant Superintendent - Highway	UR-5	\$54,686 - \$70,325
Public Works Specialist 2	W-5	\$22.17 - \$26.53/hour
Public Works Technician	W-5	\$22.17 - \$26.53/hour
Working Foreman	W-6	\$23.92 - \$28.65/hour
Laborer 2	W-2	\$18.13 - \$21.83/hour
HMEO	W-4	\$20.66 - \$24.82/hour
Craftsworker	W-4	\$20.66 - \$24.82/hour
<u>Park & Forestry Division</u>		
Division Super. Parks	M-2	\$73,314 - \$91,803
Assistant Superintendent - Parks	UR-5	\$54,686 - \$70,325
Working Foreman	W-6	\$23.92 - \$28.65/hour
Tree Climber	W-4	\$20.66 - \$24.82/hour
Craftsworker	W-4	\$20.66 - \$24.82/hour
HMEO	W-4	\$20.66 - \$24.82/hour
Laborer 3	W-3	\$19.42 - \$23.27/hour
Laborer 2	W-2	\$18.13 - \$21.83/hour
<u>Recycling & Transfer Station</u>		
Division Super. Solid Waste	M-2	\$73,314 - \$91,803
Assistant Superintendent - RTS	UR-5	\$54,686 - \$70,325
Working Foreman	W-6	\$23.92 - \$28.65/hour
Public Works Specialist 1	W-4	\$20.66 - \$24.82/hour
HMEO	W-4	\$20.66 - \$24.82/hour
Laborer 2	W-2	\$18.13 - \$21.83/hour
<u>Water Division</u>		
Division Super. Water & Sewer	M-3	\$78,231 - \$98,019
Water Treatment Facility Manager	UR-6	\$56,984 - \$74,453
Pumping Station Operator	W-5	\$22.17 - \$26.53/hour
Public Works Inspector	W-6	\$23.92 - \$28.65/hour
Working Foreman	W-6	\$23.92 - \$28.65/hour

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)

as of March 11, 2015

(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
Public Works Technician	W-5	\$22.17 - \$26.53/hour
HMEO	W-4	\$20.66 - \$24.82/hour
Craftworker	W-4	\$20.66 - \$24.82/hour
Laborer 3	W-3	\$19.42 - \$23.27/hour
Laborer 2	W-2	\$18.13 - \$21.83/hour
<u>Sewer Division</u>		
Assistant Superintendent - Sewer & Water	UR-5	\$54,686 - \$70,325
HMEO	W-4	\$20.66 - \$24.82/hour
Pumping Station Operator	W-5	\$22.17 - \$26.53/hour
Chief Pumping Station Operator	W-7	\$26.21 - \$31.13/hour
Public Works Inspector	W-6	\$23.92 - \$28.65/hour
Working Foreman	W-6	\$23.92 - \$28.65/hour
Craftworker	W-4	\$20.66 - \$24.82/hour
PUBLIC FACILITIES		
<u>Department of Public Facilities</u>		
Director of Facilities Operations	M-4	\$91,283 - \$114,388
Director of Design and Construction	M-4	\$91,283 - \$114,388
Senior Project Manager	M-2	\$73,314 - \$91,803
Project Manager	M-1	\$61,542 - \$77,112
Facility Operations Shift Supervisor	UR-5	\$54,686 - \$70,325
Department Specialist	I-14	\$18.89 - \$24.52/hour
Administrative Analyst	NR-3	\$43,673 - \$58,224
Department Assistant 2	I-13	\$17.38 - \$22.57/hour
Senior Custodian 1	BC-2	\$20.46 - \$24.52/hour
Senior Custodian 2	BC-3	\$21.49 - \$25.75/hour
Custodian	BC-1	\$17.80 - \$21.33/hour
Warehouse Person	BT-1	\$20.02 - \$24.14/hour
HVAC Technician	BT-3	\$24.22 - \$29.21/hour
Carpenter	BT-2	\$22.02 - \$26.56/hour
Craftworker	BT-2	\$22.02 - \$26.56/hour
Plumber	BT-3	\$24.22 - \$29.21/hour
Electrician	BT-3	\$24.22 - \$29.21/hour
Administrative Specialist	I-15	\$20.73 - \$26.92/hour
HEALTH AND HUMAN SERVICES		
<u>Health Department</u>		
Director of Public Health	M-3	\$78,231 - \$98,019
Environmental Health Agent	IE-20	\$54,932 - \$71,331
Public Health Nurse	IE-20	\$54,932 - \$71,331
Program Coordinator	NR-2	\$21.49 - \$28.07/hour
Sr. Program Coordinator	NR-5	\$54,686 - \$70,336
Administrative Coordinator	I-15	\$20.73 - \$26.92/hour
Department Assistant 2	I-13	\$17.38 - \$22.57/hour
<u>Council on Aging</u>		
Executive Director	M-2	\$73,314 - \$91,803
Assistant Executive Director	NR-5	\$54,686 - \$70,336
Social Worker 1	IE-18	\$45,572 - \$59,183

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)		
as of March 11, 2015		
(Excludes Seasonal, Temporary and Intermittent Positions)		
TITLE	GRADE	ANNUALIZED SALARY RANGE
Program Coordinator	NR-2	\$21.49 - \$28.07/hour
<u>Youth Services</u>		
Director of Youth Services	M-2	\$73,314 - \$91,803
Social Worker 2	IE-19	\$50,037 - \$64,974
Administrative Assistant	I-14	\$18.89 - \$24.52/hour
PLANNING & COMMUNITY DEVELOPMENT		
<u>Planning</u>		
Director of Planning & Comm. Develop	M-3	\$78,231 - \$98,019
Assistant Town Planner	NR-5	\$54,686 - \$70,336
Director of Economic Development	M-1	\$61,542 - \$77,112
Administrative Assistant	I-14	\$18.89 - \$24.52/hour
<u>Community Development</u>		
Director of Conservation	M-1	\$61,542 - \$77,112
Administrative Specialist	I-15	\$20.73 - \$26.92/hour
Conservation Specialist	I-17	\$22.66 - \$29.43/hour
CULTURE AND LEISURE SERVICES		
<u>Library</u>		
Director of Public Library	M-3	\$78,231 - \$98,019
Assistant Director	NR-6	\$56,984 - \$74,453
Reference Supervisor	NR-4	\$48,869 - \$63,840
Children's Supervisor	NR-4	\$48,869 - \$63,840
Technology Specialist/Archivist	NR-4	\$48,869 - \$63,840
Tech. Services Supervisor	NR-4	\$48,869 - \$63,840
Reference Librarian/AV Specialist	NR-2	\$41,914 - \$54,746
Reference Librarian/Program Specialist	NR-2	\$41,914 - \$54,746
Circulation Supervisor	SS-5	\$45,318 - \$57,389
Assistant Children's Librarian	SS-4	\$21.26 - \$26.93/hour
Assistant Cataloger	SS-3	\$18.98 - \$24.06/hour
Administrative Specialist	SS-4	\$21.26 - \$26.93/hour
Library Assistant PT	SS-1	\$15.64 - \$19.80/hour
Library Assistant FT	SS-2	\$17.65 - \$22.36/hour
Reference Librarian PT	NR-2	\$41,914 - \$54,746
<u>Park & Recreation</u>		
Director of Park and Recreation	M-2	\$73,314 - \$91,803
Assistant Director	NR-5	\$54,686 - \$70,336
Recreation Supervisor	I-16	\$22.01 - \$28.58/hour
Administrative Specialist	I-15	\$20.73 - \$26.92/hour

NEEDHAM PUBLIC SCHOOLS OPERATING BUDGET CLASSIFICATION	Budgeted FY 2013 Funded FTE	Budgeted FY 2013 Salary * Minimum	Budgeted FY 2013 Salary * Maximum	Budgeted FY 2014 Funded FTE	Budgeted FY 2014 Salary * Minimum	Budgeted FY 2014 Salary * Maximum	Budgeted FY 2015 Funded FTE	Budgeted FY 2015 Salary * Minimum	Budgeted FY 2015 Salary * Maximum
Superintendent	1.00	187,860		1.00	191,617		1.00	198,324	
Central Administrators	4.00	130,329	142,196	4.00	134,890	147,528	4.00	134,000	153,429
High School Principal	1.00	137,768		1.00	142,865		1.00	148,437	
Middle School Principals	2.00	119,060	124,630	2.00	123,524	127,371	2.00	127,500	128,156
Elementary Principals	5.00	109,880	131,881	5.00	114,080	136,496	5.00	120,664	141,956
High School Assistant Principals	2.00	84,792	117,186	3.00	85,640	120,134	3.00	89,065	124,939
Middle School Assistant Principals	2.00	79,066	110,928	2.00	79,857	113,718	2.40	84,266	119,998
Elementary Assistant Principals	1.50	72,425	104,730	1.50	73,149	107,364	3.00	76,075	111,658
K-12 Directors	5.60	71,834	110,928	7.00	72,552	115,308	7.00	77,439	122,646
Directors of Special Education	3.00	74,192	113,635	3.00	81,804	122,573	3.50	77,931	124,037
Special Education Coordinators	4.17	72,691	105,951	6.67	73,418	109,982	3.97	78,313	115,857
Assistant Athletic Director **							0.50	104,000	
Department Chairs/ Curriculum Coordinators	6.30	72,691	105,951	7.00	73,418	108,616	5.90	78,313	118,753
Teachers	424.86	43,746	90,691	438.06	44,621	93,520	466.97	46,294	97,027
Nurses	8.06	43,746	90,691	8.45	44,621	93,520	8.56	46,294	97,027
Instructional Assistants	103.67	\$15,6416/hr	\$31.11535/hr	103.08	\$15,71976/hr	\$31.30930/hr	99.15	\$15,79836/hr	\$31.36164/hr
Permanent Substitutes	2.29	\$14.87/hr		2.29	\$14.87/hr		2.29	\$15.17/hr	
Network Administrator/ Engineer	1.00	94,631		1.00	98,180		1.50	67,000	102,107
Admin Tech Manager/Database Administrators	2.00	72,590	83,738	2.00	75,312	86,878	2.50	53,000	90,353
Instructional Technology Operations Manager							1.00	72,500	
Computer Technicians	7.50	\$23,2318/hr	\$29,3788/hr	7.00	\$23,6965/hr	\$29,9664/hr	8.00	\$24,1704/hr	\$31,0213/hr
School Office Assistants	11.92	\$14,1070/hr	\$18,5671/hr	12.36	\$14,3892/hr	\$18,9384/hr	12.54	\$14,6770/hr	\$19,5104/hr
Mail Carrier/Production Center Operator	1.00	\$17,3408/hr	\$22,8317/hr	1.00	\$17,6876/hr	\$23,2884/hr	1.00	\$18,0414/hr	\$23,9917/hr
Secretaries/ Accounts Payable/ Bookkeepers/ Payroll Clerk	33.96	\$18,2090/hr	\$27,6932/hr	33.64	\$17,6876/hr	\$28,2471/hr	33.04	\$18,0414/hr	\$29,1001/hr
Director of Community Education **				0.10	103,750		0.10	107,900	
Volunteer Coordinator **	0.10	100,000		0.09	56,598		0.09	58,862	
Executive/Administrative Secretaries	5.00	\$32,1099/hr	\$42,0516/hr	5.00	\$32,1099/hr	\$42,0516/hr	5.00	57,710	82,580
Bus/Van Drivers	5.86	\$14,78/hr	\$22,19/hr	5.86	\$15,11/hr	\$16,78/hr	5.86	\$15,49/hr	\$17,20/hr
Bus/Van Monitors	0.71	\$12,82/hr	\$14,23/hr	0.71	\$13,11/hr	\$14,55/hr	1.14	\$13,44/hr	\$14,91/hr
Human Resources Specialist	1.00	49,500		1.00	51,356		1.00	\$29,23/hr	
Lead Payroll Supervisor							1.00	61,360	
Lead Accountant **	1.00	59,000		0.20	62,213		0.20	65,634	
Budget Analyst/ Asst. Director Finance	1.00	71,120		1.00	71,120		2.00	65,520	75,032
Total	648.48			665.91			695.20		

DEBT APPENDIX A

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TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE													DEBT SERVICE	
Project	TM Vote	Amount Issued	Final Maturity	Average Rate*	2015	2016	2017	2018	2019	2020	DEBT SERVICE After 2020			
DPW Complex - Garage Bays	13-May-13	\$800,000	15-May-24	2.09%	\$95,625.56	\$94,800.00	\$93,200.00	\$91,600.00	\$90,000.00	\$88,400.00	\$337,600.00			
Fire Engine	11-May-11	\$400,000	15-Jul-16	2.72%	\$107,000.00	\$104,500.00	\$101,500.00							
Kendrick Street Bridge Repair	12-May-10	\$750,000	01-Aug-21	2.21%	\$87,187.50	\$85,687.50	\$84,187.50	\$82,687.50	\$81,187.50	\$79,593.75	\$153,750.00			
Parking Lot Improvement (Marked Lee)	05-May-08	\$100,000	01-Aug-16	2.00%	\$21,000.00	\$20,600.00	\$20,200.00							
Pollard School Boiler Replacement	13-May-13	\$95,000	15-May-18	2.00%	\$26,810.28	\$26,400.00	\$25,900.00	\$20,400.00						
Pollard School Boiler Replacement	13-May-13	\$565,000	15-Jul-21	3.22%	\$94,097.78	\$84,350.00	\$82,250.00	\$80,150.00	\$78,050.00	\$75,950.00	\$144,550.00			
Pollard School Parking and Access	14-Mar-11	\$702,200	01-Oct-14	2.68%	\$177,625.00									
Pollard School Roof Replacement	10-Nov-10	\$1,000,000	01-Oct-15	2.80%	\$209,000.00	\$203,000.00								
Pollard School Roof Replacement	10-Nov-10	\$725,000	15-Jul-22	3.67%	\$96,500.00	\$94,625.00	\$92,375.00	\$90,125.00	\$82,600.00	\$79,800.00	\$222,600.00			
Property Acquisition - 37-39 Lincoln Street	16-May-12	\$25,000	15-May-18	2.00%	\$10,476.39	\$5,300.00	\$5,200.00	\$5,100.00						
Property Acquisition - 37-39 Lincoln Street	16-May-12	\$605,000	01-Nov-32	3.39%	\$48,600.00	\$47,700.00	\$46,800.00	\$45,750.00	\$44,550.00	\$43,350.00	\$477,300.00			
Property Acquisition - 51 Lincoln Street	13-Nov-12	\$150,000	15-May-18	2.00%	\$42,858.33	\$42,200.00	\$36,400.00	\$35,700.00						
Property Acquisition - 51 Lincoln Street	13-Nov-12	\$950,000	01-Nov-32	3.39%	\$79,325.00	\$77,825.00	\$76,325.00	\$74,575.00	\$72,575.00	\$70,575.00	\$731,625.02			
Property Acquisition - 59 Lincoln Street & 89 School Street	14-May-12	\$117,500	15-May-18	2.00%	\$34,739.03	\$31,700.00	\$31,100.00	\$25,500.00						

TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE											DEBT SERVICE		DEBT SERVICE		DEBT SERVICE	
Project	TM Vote	Amount Issued	Final Maturity	Average Rate*	2015	2016	2017	2018	2019	2020	DEBT SERVICE After 2020					
Property Acquisition - 59 Lincoln Street & 89 School Street	14-May-12	\$1,005,000	01-Nov-32	3.39%	\$81,000.00	\$79,500.00	\$78,000.00	\$76,250.00	\$74,250.00	\$72,250.00	\$795,500.00					
Property Acquisition 59 Lincoln Street & 89 School Street	14-May-12	\$52,500	15-Jul-32	2.93%	\$4,465.00	\$4,390.00	\$4,300.00	\$4,210.00	\$4,105.00	\$3,985.00	\$35,822.50					
Public Safety Building Roof	19-May-08	\$350,000	01-Dec-14	2.20%	\$70,700.00											
Public Services Administration Bldg.	27-Oct-08	\$20,000	01-Nov-16	2.95%	\$5,375.00	\$5,225.00	\$5,075.00									
Public Services Administration Bldg.	27-Oct-08	\$100,000	15-Jul-22	3.69%	\$13,000.00	\$12,750.00	\$12,450.00	\$12,150.00	\$11,800.00	\$11,400.00	\$31,800.00					
Public Services Administration Building (Series I)	27-Oct-08	\$4,000,000	01-Aug-26	3.16%	\$329,925.00	\$325,125.00	\$319,125.00	\$312,525.00	\$306,225.00	\$299,325.00	\$1,799,962.50					
Public Services Administration Building (Series II)	27-Oct-08	\$1,000,000	01-Dec-24	3.07%	\$81,937.50	\$85,606.25	\$84,062.50	\$82,356.25	\$80,487.50	\$78,537.50	\$407,343.75					
Public Works Infrastructure Program	07-May-12	\$210,000	15-May-18	2.00%	\$59,001.67	\$58,100.00	\$52,000.00	\$51,000.00								
Public Works Infrastructure Program	13-May-13	\$100,000	15-May-18	2.00%	\$26,905.56	\$26,500.00	\$26,000.00	\$25,500.00								
Public Works Infrastructure Program	03-May-10	\$500,000	01-Oct-14	2.68%	\$126,875.00											
Public Works Infrastructure Program	02-May-11	\$350,000	15-Jul-16	3.13%	\$130,697.50	\$120,175.00	\$116,725.00									
Public Works Infrastructure Program	03-May-10	\$120,000	15-Jul-16	3.13%	\$43,677.78	\$41,800.00	\$40,600.00									
Public Works Infrastructure Program	02-May-11	\$600,000	15-Jul-17	2.82%	\$132,000.00	\$129,000.00	\$125,400.00	\$121,800.00								

TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE										DEBT SERVICE	DEBT SERVICE	DEBT SERVICE	DEBT SERVICE	DEBT SERVICE	DEBT SERVICE	DEBT SERVICE	DEBT SERVICE
Project	TM Vote	Amount Issued	Final Maturity	Average Rate*	2015	2016	2017	2018	2019	2020	After 2020						
Public Works Infrastructure Program	03-May-10	\$306,500	15-Jul-17	2.72%	\$80,250.00	\$73,450.00	\$71,350.00	\$10,150.00									
Public Works Infrastructure Program	02-May-11	\$150,000	15-May-18	2.00%	\$42,858.33	\$42,200.00	\$36,400.00	\$35,700.00									
Public Works Infrastructure Program	03-May-10	\$129,000	15-May-18	2.00%	\$41,458.17	\$31,800.00	\$31,200.00	\$30,600.00									
Road Improvement Program	09-May-05	\$468,400	15-Feb-15	3.48%	\$10,380.00												
Senior Center (Series I)	07-Nov-11	\$1,000,000	01-Nov-32	3.38%	\$85,481.26	\$83,831.26	\$77,256.26	\$75,506.26	\$73,506.26	\$71,506.26	\$767,278.23						
Senior Center (Series II)	07-Nov-11	\$5,050,000	15-Jul-33	3.54%	\$443,451.94	\$413,875.00	\$406,225.00	\$398,575.00	\$390,925.00	\$383,275.00	\$4,416,400.00						
Senior Center (Series III)	07-Nov-11	\$1,050,500	15-May-34	2.83%	\$80,758.14	\$80,400.00	\$79,300.00	\$78,200.00	\$77,100.00	\$76,000.00	\$882,650.00						
Stormwater - MWPAT 98-92	06-May-98	\$364,979	01-Aug-19 (see note)		\$35,649.55	\$34,152.24	\$32,701.87	\$31,149.37	\$29,874.01	\$28,566.79							
Street & Traffic Light Improvements	19-May-08	\$25,000	01-Nov-17	3.34%	\$5,575.00	\$5,425.00	\$5,275.00	\$5,100.00									
Title V Loans	01-May-97	\$85,894	01-Aug-19 (see note)		\$6,265.04	\$5,922.75	\$5,662.92	\$5,391.28	\$5,119.64	\$4,853.91							
Town Hall (Series I)	18-May-09	\$2,500,000	01-Apr-17	2.24%	\$320,250.00	\$314,250.00	\$307,500.00										
Town Hall (Series III)	18-May-09	\$385,000	01-Aug-26	2.63%	\$32,781.26	\$32,281.26	\$31,781.26	\$31,281.26	\$30,781.26	\$30,250.01	\$193,171.94						
GENERAL FUND DEBT SERVICE WITHIN THE LEVY					\$3,421,563.57	\$2,924,446.26	\$2,643,827.31	\$1,939,031.92	\$1,533,136.17	\$1,497,618.22	\$11,397,353.94						

TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE											
Project	TM Vote	Amount Issued	Final Maturity	Average Rate*	DEBT SERVICE 2015	DEBT SERVICE 2016	DEBT SERVICE 2017	DEBT SERVICE 2018	DEBT SERVICE 2019	DEBT SERVICE 2020	DEBT SERVICE After 2020
Sewer - MWPAT 98-10	05-May-97	\$130,200	01-Aug-18	(see note)	\$12,566.64	\$12,320.71	\$12,114.16	\$11,683.18	\$11,685.00		
Sewer - West Street Force Main (Refunding Bond)	01-May-98	\$568,400	01-May-19	3.98%	\$67,232.50	\$70,032.50	\$67,632.50	\$70,232.50	\$67,600.00		
Sewer - West Street Pumping Station (Refunding Bond)	01-May-98	\$1,252,300	01-May-19	3.98%	\$151,669.00	\$146,669.00	\$151,669.00	\$149,269.00	\$147,680.00		
Sewer Pump Station - GPA	11-May-05	\$500,000	01-Jun-19	3.17%	\$58,375.00	\$57,187.50	\$56,000.00	\$54,000.00	\$52,000.00		
Sewer Pump Station - Great Plain Ave.	11-May-05	\$484,550	15-Feb-15	3.59%	\$51,900.00						
Sewer Pump Station Reservoir B	04-May-09	\$90,000	15-Jul-17	2.79%	\$21,700.00	\$21,200.00	\$15,675.00	\$15,225.00			
Sewer Pump Station - Great Plain Ave.	19-May-08	\$550,000	01-Aug-28	3.36%	\$43,400.00	\$42,800.00	\$42,050.00	\$41,225.00	\$40,437.50	\$39,575.00	\$296,525.00
Sewer Pump Station Reservoir B	07-Nov-11	\$6,034,290	15-Jan-33	2.15%	\$373,887.24	\$373,945.18	\$374,005.59	\$374,065.92	\$374,128.59	\$374,191.96	\$4,870,940.30
Sewer Pump Station Richardson Drive	13-Nov-02	\$200,000	01-Apr-16	2.00%	\$15,637.50	\$15,337.50					
Sewer Rehabilitation - Rte 128 Area	07-Nov-05	\$145,000	01-Dec-19	2.59%	\$17,025.00	\$16,706.25	\$16,350.00	\$15,956.25	\$15,525.00	\$10,150.00	
Sewer Rehabilitation - Rte 128 Area	07-Nov-05	\$2,000,000	15-Nov-22	4.35%	\$134,012.50	\$129,262.50	\$124,262.50	\$119,737.50	\$115,637.50	\$111,487.50	\$239,156.25
Sewer Rehabilitation - Rte 128 Area	07-Nov-05	\$320,000	01-Aug-28	3.39%	\$22,612.50	\$22,312.50	\$21,937.50	\$21,525.00	\$21,131.25	\$20,700.00	\$177,875.00
Sewer System Rehabilitation I/I (MWRA)	16-May-07	\$57,613	15-Nov-15		\$11,522.50	\$11,522.50					
Sewer System Rehabilitation I/I (MWRA)	16-May-07	\$220,990	15-Feb-17		\$44,198.00	\$44,198.00	\$44,198.00				

TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE

TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE											
Project	TM Vote	Amount Issued	Final Maturity	Average Rate*	DEBT SERVICE	DEBT SERVICE	DEBT SERVICE	DEBT SERVICE	DEBT SERVICE	DEBT SERVICE	DEBT SERVICE
					2015	2016	2017	2018	2019	2020	After 2020
SEWER ENTERPRISE FUND DEBT SERVICE					\$1,279,723.93	\$1,083,348.08	\$1,043,819.91	\$986,917.99	\$960,009.84	\$556,104.46	\$5,584,496.55
MWPAT Water DWS-08-24	19-May-08	\$765,335	15-Jul-30	2.00%	\$49,461.22	\$49,405.29	\$49,347.11	\$49,289.34	\$49,229.64	\$49,168.68	\$536,469.95
St Mary's Pump Station	13-May-13	\$1,995,000	15-May-34	2.85%	\$148,377.29	\$148,775.00	\$146,775.00	\$144,775.00	\$142,775.00	\$140,775.00	\$1,715,650.00
Water Distribution System	18-May-09	\$300,000	01-Apr-15	1.85%	\$20,400.00						
Water Distribution System	18-May-09	\$400,000	01-Dec-24	3.02%	\$37,862.50	\$32,281.25	\$31,687.50	\$31,031.25	\$30,312.50	\$29,562.50	\$135,781.25
Water Main Improvements	19-May-08	\$185,000	01-Dec-14	2.20%	\$35,350.00						
Water Service Connections	01-May-06	\$55,000	01-Aug-19	2.51%	\$5,712.50	\$5,612.50	\$5,487.50	\$5,350.00	\$5,218.75	\$5,075.00	
Water Storage Tank Rehabilitation	19-May-08	\$655,000	01-Jun-19	3.16%	\$75,887.50	\$74,343.76	\$72,800.00	\$70,200.00	\$67,600.00		
Water System Rehab - Warren Street Area	11-May-05	\$413,500	15-Feb-15	3.60%	\$51,900.00						
Water System Rehabilitation - Rte 128 Area	15-May-06	\$165,000	01-Dec-14	2.22%	\$30,300.00						
Water System Rehabilitation - Rte 128 Area	15-May-06	\$212,000	01-Jun-19	3.16%	\$23,350.00	\$22,875.00	\$22,400.00	\$21,600.00	\$20,800.00		
Water System Rehabilitation - Rte 128 Area	15-May-06	\$1,500,000	15-Nov-22	4.32%	\$140,287.50	\$135,537.50	\$130,537.50	\$126,012.50	\$121,912.50	\$117,762.50	\$398,593.75
Water System Rehabilitation - Rte 128 Area	15-May-06	\$100,000	01-Aug-28	3.41%	\$7,537.50	\$7,437.50	\$7,312.50	\$7,175.00	\$7,043.75	\$6,900.00	\$59,425.00

TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE											DEBT SERVICE					
Project	TM Vote	Amount Issued	Final Maturity	Average Rate*	2015	2016	2017	2018	2019	2020	DEBT SERVICE					
Water Treatment Facility (Refunding Bond)	17-Nov-97	\$1,994,300	01-May-19	3.98%	\$237,510.50	\$237,210.50	\$236,610.50	\$239,210.50	\$240,760.00							
Water Treatment Facility (Refunding Bond)	20-May-96	\$1,710,000	01-May-19	3.98%	\$206,493.00	\$207,193.00	\$202,593.00	\$201,393.00	\$204,360.00							
WATER ENTERPRISE FUND DEBT SERVICE					\$1,070,429.51	\$920,671.30	\$905,550.61	\$896,036.59	\$890,012.14	\$349,243.68					\$2,845,919.99	
Broadmeadow School (refunding bond)	01-May-00	\$8,400,000	01-Nov-23	3.00%	\$914,325.00	\$886,300.00	\$857,150.00	\$828,300.00	\$801,325.00	\$771,225.00					\$2,770,725.00	
Eliot School	01-May-00	\$5,500,000	01-Jun-25	3.82%	\$421,593.76	\$411,093.76	\$399,843.76	\$388,593.76	\$352,343.76	\$341,343.76					\$1,541,718.80	
High Rock & Pollard School Projects	16-May-07	\$1,120,000	01-Dec-26	3.91%	\$88,825.00	\$86,875.00	\$84,550.00	\$82,150.00	\$79,675.00	\$77,125.00					\$454,800.00	
High Rock & Pollard School Projects (Series III)	16-May-07	\$5,000,000	01-Aug-27	4.69%	\$430,862.50	\$420,262.50	\$409,662.50	\$398,731.25	\$387,137.50	\$375,212.50					\$2,501,125.00	
High Rock & Pollard School Projects (Series IV)	16-May-07	\$10,500,000	01-Aug-28	3.35%	\$812,837.50	\$801,737.50	\$787,862.50	\$772,600.00	\$758,031.25	\$742,075.00					\$5,799,750.00	
High Rock School Designs	01-Nov-06	\$480,000	01-Dec-26	3.91%	\$37,343.75	\$36,531.25	\$35,562.50	\$34,562.50	\$33,531.25	\$32,468.75					\$199,500.00	
High School (Series I)	12-May-03	\$10,000,000	01-May-26	4.01%	\$801,250.00	\$779,250.00	\$757,250.00	\$735,250.00	\$713,250.00	\$641,250.00					\$3,426,875.00	
High School (Series IIA)	12-May-03	\$9,000,000	01-Dec-24	3.89%	\$748,887.50	\$731,662.50	\$711,125.00	\$689,925.00	\$668,062.50	\$645,537.50					\$2,903,400.00	
High School (Series IIB)	07-Feb-05	\$2,000,000	01-Dec-26	3.91%	\$156,843.75	\$153,431.25	\$149,362.50	\$145,162.50	\$140,831.25	\$136,368.75					\$837,900.00	
High School (Series III)	07-Feb-05	\$3,850,000	01-Jun-28	3.42%	\$292,950.00	\$288,200.00	\$283,450.00	\$275,450.00	\$267,450.00	\$259,450.00					\$1,742,100.00	

Town of Needham - Debt Service Appendix A

TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE												DEBT SERVICE	
Project	TM Vote	Amount Issued	Final Maturity	Average Rate**	DEBT SERVICE							DEBT SERVICE	
					2015	2016	2017	2018	2019	2020	After 2020		
Library Project (refunding bond)	07-May-03	\$6,510,000	01-Dec-19	3.00%	\$964,025.00	\$933,750.00	\$902,000.00	\$870,550.00	\$830,475.00	\$796,775.00			
Library Project (Series II)	07-May-03	\$750,000	15-Feb-15	3.59%	\$93,420.00								
Newman School (Series I)	02-Nov-09	\$1,000,000	01-Dec-19	2.62%	\$114,500.00	\$112,375.00	\$110,000.00	\$107,375.00	\$104,500.00	\$101,500.00			
Newman School (Series III)	02-Nov-09	\$5,000,000	01-Oct-28	3.35%	\$410,700.00	\$402,300.00	\$395,300.00	\$389,700.00	\$383,750.00	\$373,600.00	\$2,864,700.00		
Newman School (Series IV)	02-Nov-09	\$9,000,000	15-Jul-32	2.82%	\$700,660.00	\$689,360.00	\$675,800.00	\$662,240.00	\$646,420.00	\$628,340.00	\$6,820,440.00		
Newman School (Series V)	02-Nov-09	\$2,200,000	01-Nov-32	3.39%	\$178,200.00	\$174,900.00	\$171,600.00	\$167,750.00	\$163,350.00	\$158,950.00	\$1,750,100.00		
Newman School HVAC Design and Engineering	11-May-09	\$225,000	01-Dec-14	2.20%	\$45,450.00								
EXCLUDED FROM LEVY LIMIT DEBT SERVICE					\$7,212,673.76	\$6,908,028.76	\$6,730,518.76	\$6,548,340.01	\$6,330,132.51	\$6,081,221.26	\$33,613,133.80		
TOTAL					\$13,564,754.94	\$12,405,931.90	\$11,877,804.09	\$10,844,989.01	\$10,154,784.41	\$8,914,712.62	\$56,740,604.30		

Note: Massachusetts Water Pollution Abatement Trust (MWPAAT) loans include many communities and multiple loans and are restructured from time to time by the Trust. The program provides grants and other financial assistance which in some instances results in a low or no interest rate loan.

* Rate reflects the average rate over the life of the loan.

DEBT APPENDIX B

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Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Approved	Open or Requested Authorization
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Open General Fund Projects

Central Avenue/Elliott Street Bridge Design	May-15	39	\$900,000	\$900,000
Public Works Infrastructure Program	May-14	38	\$800,000	\$800,000
Property Acquisition 66 - 70 Chestnut Street	Nov-13	22	\$1,458,000	\$1,330,000
Pollard School Boiler Replacement	May-13	40	\$800,000	\$140,000
Public Works Infrastructure Program	May-13	41	\$600,000	\$500,000
DPW Garage Bays	May-13	42	\$1,100,000	\$300,000
Public Works Infrastructure Program	May-12	33	\$600,000	\$190,000
Senior Center Construction	Nov-11	14	\$8,051,808	\$383,808
Town Hall Project	May-09	35	\$4,100,000	\$465,000
Stormwater Master Plan Drainage	May-09	49	\$200,000	\$157,000
Public Services Administration Bldg	Oct-08	5	\$5,725,000	\$49,000
Rosemary Pool Complex - Design	May-00	63	\$100,000	\$7,500
TOTAL				\$5,222,308

Proposed General Fund Projects for the 2015 ATM

Public Works Infrastructure Program	Pending			\$1,000,000
Central Avenue/Elliott Street Bridge Construction	Pending			\$2,000,000
TOTAL				\$3,000,000
Open CPA Fund Projects				
Town Hall Project	May-09	35	\$7,200,000	\$1,210,000
TOTAL				\$1,210,000

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Approved	Open or Requested Authorization
Proposed CPA Fund Projects for the 2015 ATM				
TOTAL				\$0
Open RTS Enterprise Fund Projects				
RTS Waste Handler	May-13	44	\$324,400	\$89,400
Recycling Transfer Station Soil Remediation	Nov-12	16	\$400,000	\$168,000
RTS Construction Equipment	May-11	42	\$86,000	\$12,000
RTS Semi-Tractor	May-11	43	\$152,000	\$152,000
TOTAL				\$421,400
Proposed RTS Enterprise Fund Projects for the 2015 ATM				
TOTAL				\$0
Open Sewer Enterprise Fund Projects				
Sewer Pump Station Reservoir B	Nov-11	15	\$6,300,000	\$265,710
Sewer Pump Station Design Reservoir B	May-09	55	\$577,500	\$45,197
Sewer System Rehabilitation I/I Work	May-07	45	\$1,806,800	\$59,159
TOTAL				\$370,066
Proposed Sewer Enterprise Fund Projects for the 2015 ATM				
TOTAL				\$0

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Approved	Open or Requested Authorization
Open Water Enterprise Fund Projects				
St. Mary's Pump Station	May-13	47	\$5,565,100	\$2,965,100
Water Main Improvements	May-08	47	\$1,900,000	\$600,294
TOTAL				\$3,565,394
Proposed Water Enterprise Fund Projects for the 2015 ATM				
Water System Rehabilitation	Pending			\$635,000
TOTAL				\$635,000

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TOWN OF NEEDHAM



SPECIAL TOWN MEETING WARRANT

MONDAY, MAY 11, 2015

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Town Hall:

MONDAY, THE ELEVENTH DAY OF MAY, 2015

At 7:30 in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: APPROPRIATE FOR PLANNING CONSULTING ASSISTANCE

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$45,000 for the purpose of funding professional services for planning, zoning, and other land use initiatives, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$45,000 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Planning and Economic Development Department requested additional funding in its operating budget for professional and technical assistance in support of planning and zoning initiatives, development applications, land use regulations, and related activities. For example, the Department is currently working with the Planning Board and Council of Economic Advisors on three rezoning initiatives in the Industrial and Industrial 1 Districts to spur economic growth. Planning consulting assistance funds would be used to conduct build-out and traffic analyses of the impacts of the proposed zoning. In addition, funds would be used to help the Department research and advise the appropriate boards when presented with complex development projects. An allocation of \$45,000 is recommended as a special warrant article for this purpose – the funds will then be available to be used as projects arise.

ARTICLE 2: AMEND THE FY2015 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2015 Operating Budget adopted under Article 11 of the May 2014 Annual Town Meeting, and amended under Article 3 of the October 27, 2014 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

<u>Line Item</u>	<u>Appropriation</u>	<u>Changing From</u>	<u>Changing To</u>
3	Group Health Insurance, Employee Benefits, and Administrative Costs	\$10,398,872	\$10,198,872
4	Retiree Insurance & Insurance Liability Fund	\$4,940,198	\$5,140,198
10	Reserve Fund	\$1,489,657	\$1,642,157
28A	Public Facilities Salary & Wages	\$3,508,080	\$3,468,080
28B	Public Facilities Expenses	\$4,559,068	\$4,599,068
29A	Health Department Salary & Wages	\$589,840	\$581,340
29B	Health Department Expenses	\$131,841	\$140,341

and that \$152,500 be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The intent of this article is to amend the Town's operating budget for FY2015. Most often such amendments involve moving funds from one appropriation line to another. In other cases, additional funds become available to address specific budget circumstances that require a Town Meeting appropriation. A total of \$152,500 of additional funding from Overlay Surplus has been identified for appropriation to the FY2015 Reserve Fund. The increase in the Reserve Fund will provide resources to reduce the amount of snow and ice removal costs that will need to be raised in FY2016.

This article would also transfer \$200,000 from Group Health Insurance, Employee Benefits & Administrative Costs to the Retiree Insurance and Insurance Liability Fund under which the Town funds its other post-employment benefit liabilities (OPEB). This transfer is possible based on current year-to-date expenses, and will further reduce the Town's liability. A transfer of \$40,000 from the Public Facilities Salary and Wages line to the Public Facilities Expense line will help defray the higher energy costs incurred this year. This article would also transfer \$8,500 from the Health Department Salary and Wages line to the Health Department Expense line for the purchase of new refrigerator and freezer units for the storage of vaccines. The Department was informed that it must upgrade its vaccine management program before 2016 in order to comply with Federal and State regulations. The funding includes purchase, delivery and installation of the two separate units, and an allowance for building and wiring modifications. The proposed reductions to the Salary and Wages lines are possible because of vacancies that occurred earlier in the fiscal year.

ARTICLE 3: RESCIND DEBT AUTHORIZATIONS

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

<u>Project</u>	<u>Town Meeting</u>	<u>Article</u>	<u>Authorized</u>	<u>Rescind</u>
Town Hall (GF Portion)	2009 ATM	35	\$4,100,000	\$425,000
Senior Center	2011 STM (Nov)	14	\$8,051,808	\$300,000
DPW Complex Renovation	2013 ATM	42	\$1,100,000	\$225,000
RTS Construction Equipment	2013 ATM	44	\$324,400	\$89,400
RTS Specialty Equipment	2011 ATM	43	\$152,000	\$152,000

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: When a project is financed by borrowing, the project has been completed, and the bills have been paid, the balance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to rescind prevents the Town from borrowing the amount rescinded, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids. The rescission of the entire RTS specialty equipment authorization was requested by the Department of Public Works after a review of the operations by staff suggested that the purchase should be delayed until after a plan for the modernization of the RTS is complete.

ARTICLE 4: APPROPRIATE FOR OIL TANK REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$73,000 for the removal and replacement of the heating oil tank at the Emery Grover building, to be spent under the direction of the Town Manager, and to meet this appropriation that \$73,000 be transferred from Article 1 of the 2013 November Special Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The pipe that fills the heating oil tank at the Emery Grover building was discovered to be leaking in December of 2014, and oil was escaping into the surrounding soil. The Public Facilities Department installed a temporary 3,275 gallon above-ground fuel tank in order to maintain heat in the building. The new tank is expected to be a 2,500 gallon underground double-walled tank with overfill protection and leak detection monitoring. The original tank was a 1,000 gallon single wall steel tank. The larger tank will also allow the Town to reduce the number of deliveries.

ARTICLE 5: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate \$17,475 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that \$8,380 be transferred from Article 38 of the 2003 Annual Town Meeting and that \$9,095 be transferred from Article 38 of the 2004 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Explanation: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the Capital Improvement Fund for the purpose of setting aside funds for future capital investment. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The balance in the fund as of March 31, 2015 is \$651,119. The recommend amount results from residual balances in prior capital appropriations that have been completed and can be closed out.

ARTICLE 6: APPROPRIATE TO CAPITAL FACILITY FUND

To see if the Town will vote to raise and/or transfer and appropriate \$9,113 to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003 and to meet this appropriation that \$9,113 be transferred from Article 60 of the 2006 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This Fund was established under Article 10 of the May 2007 Annual Town meeting, and is part of the Town's planning strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are unavailable. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation or reconstruction relating to the structural integrity, building envelope or MEP (mechanical, electrical, plumbing) systems of then existing capital facilities. The balance in the fund as of March 31, 2015 is \$1,297,725. The recommend amount results from a residual balance in a prior appropriation that has been completed and can be closed out.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 7th day of April, 2015.

JOHN A. BULIAN, Chairman
MAURICE P. HANDEL, Vice Chairman
MATTHEW D. BORRELLI, Clerk
MARIANNE B. COOLEY
DANIEL P. MATTHEWS

Selectmen of Needham

A TRUE COPY

Attest:

Constable:



**FISCAL YEAR 2015
(July 1, 2014 – June 30, 2015)**

TOWN CLERK'S RECORDS

OF THE

**STATE PRIMARY
Tuesday, September 9, 2014**

**SPECIAL TOWN MEETING
Monday, October 27, 2014**

**STATE ELECTION
Tuesday, November 4, 2014**

**ANNUAL TOWN ELECTION
Tuesday, April 14, 2015**

**ANNUAL TOWN MEETING
Monday, May 4, 2015**

**SPECIAL TOWN MEETING
Monday, May 11, 2015**



**FISCAL YEAR 2015
(July 1, 2014 – June 30, 2015)**

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Monday, May 11, 2015**

WARRANT ARTICLE INDEX

<u>Article</u>	<u>Description</u>	<u>Page</u>
State Primary – Tuesday, September 9, 2014		1
 <u>SPECIAL TOWN MEETING – Monday, October 27, 2014</u>		
1.	Approve the ITWA Collective Bargaining Agreement	9
2.	Appropriate For Matching Grant	8
3.	Amend the FY2015 Operating Budget	8
4.	Amend the FY2015 RTS Enterprise Fund Budget	10
5.	Rescind the FY2015 Sewer Enterprise Fund Budget	9
6.	Amend the FY2015 Water Enterprise Fund Budget	9
7.	Amend Zoning By-Law – Outdoor Seating	10
8.	Amend Zoning By-Law – Personal Fitness Establishment in Industrial-1	11
9.	Amend Zoning By-Law – Flood Plain District	12
10.	Appropriate for High School Renovation	13
 State Election - Tuesday, November 4, 2014		15
 1. Annual Town Election – Tuesday, April 14 2015		19
 <u>Annual Town Meeting – Monday, May 4, 2015</u>		
2.	Committee and Officer Reports	35
3.	Establish Elected Officials' Salaries	26/36
4.	Fund Collective Bargaining Agreement – Needham Building Custodian and Tradesman Independent Association (BCTIA)	36
5.	Fund Collective Bargaining Agreement – Police Union	36
6.	Fund Collective Bargaining Agreement - Police Superior Officers	36
 FINANCE ARTICLES		
7.	Accept Chapter 73, Section 4 of the Acts of 1986	27/36
8.	Appropriate for Needham Property Tax Assistance Program	36
9.	Appropriate for Senior Corps	27/37
10.	Appropriate for Memorial Park Landscape Improvements	37
11.	Appropriate for At-Grade Crossing Feasibility Study	37
12.	Appropriate for Sidewalk Needs Assessment	37
13.	Appropriate for Public Facilities Maintenance Program	38
14.	Appropriate for DPW/Public Services Administration Building Location Feasibility Study	38
15.	Appropriate for RTS Roll-Off Replacement Program	39
16.	Appropriate the FY2016 Operating Budget	39
17.	Appropriate the FY2016 RTS Enterprise Fund Budget	27/42
18.	Appropriate the FY2016 Sewer Enterprise Fund Budget	42
19.	Appropriate the FY2016 Water Enterprise Fund Budget	29/44
20.	Continue Departmental Revolving Funds	30/44
21.	Authorization To Expend State Funds for Public Ways	32/44
 ZONING / LAND USE ARTICLES		
22.	Amend Zoning By-Law – Medical Marijuana Treatment Center and Off-Site Medical Marijuana Dispensary	44
23.	Amend Zoning By-Law - Definition of Half-Story	49

WARRANT ARTICLE INDEX (Continued)

ZONING / LAND USE ARTICLES

24.	Amend Zoning By-Law - Definition of Half-Story, Schedule of Use Regulations And Dimensional Requirements For Commercial Districts	50
25.	Amend Zoning By-Law - Allowing More Than One Municipal Building and/or Use On A Lot	51
26.	Amend Zoning By-Law - Description of Flood Plain District	52
27.	Amend Zoning By-Law - Map Change to Flood Plain District	53

GENERAL ARTICLES / CITIZENS' PETITIONS / COMMITTEE ARTICLES

28.	Accept Provisions of M.G.L. – Increase in Retiree COLA Base	54
29.	Home Rule Petition/Amend Town of Needham Charter Part 3, Town Officers, Section 18. Moderator	54

COMMUNITY PRESERVATION ACT ARTICLES

30.	Appropriate for Rosemary Pool	55
31.	Appropriate for Newman Athletic Fields	60
32.	Appropriate for Eastman Conservation Area	61
33.	Appropriate for Mills Field	61
34.	Appropriate for Ridge Hill/Student Conservation Association	32/61
35.	Appropriate for Boat Launch	61
36.	Appropriate for Rail Trail	32/62
37.	Appropriate to Community Preservation Fund	62

HIGH SCHOOL ARTICLES

38.	Home Rule Petition/Construct Additions to High School Under GL CH 149A	62/63
39.	Appropriate for High School Expansion	63

CAPITAL ARTICLES

40.	Rescind Bond Authorizations	32
41.	Appropriate for General Fund Cash Capital	65
42.	Appropriate for Public Works Infrastructure Program	68
43.	Appropriate for Central Avenue/Elliott Street Bridge Construction	69
44.	Appropriate For Sewer Enterprise Fund Cash Capital	33/69
45.	Appropriate for Sewer Pump Station Improvements	33/69
46.	Appropriate for Water Enterprise Fund Cash Capital	34/69
47.	Appropriate for Water System Rehabilitation Program	69

TOWN RESERVE ARTICLES

48.	Appropriate to the OPEB Trust Fund	35/70
49.	Appropriate to Athletic Facility Improvement Fund	70
50.	Omnibus	71

SPECIAL TOWN MEETING – Monday, May 11, 2015

1.	Appropriate for Planning Consulting Assistant	57
2.	Amend the FY2015 Operating Budget	57
3.	Rescind Bond Authorization	58
4.	Appropriate for Oil Tank Replacement	59
5.	Appropriate To Capital Improvement Fund	59
6.	Appropriate To Capital Facility Fund	59

WARRANT ARTICLE INDEX

<u>Article</u>	<u>Description</u>	<u>Page</u>
----------------	--------------------	-------------

	State Primary – Tuesday, September 9, 2014	1
--	--	---

SPECIAL TOWN MEETING – Monday, October 27, 2014

1.	Approve the ITWA Collective Bargaining Agreement	9
2.	Appropriate For Matching Grant	8
3.	Amend the FY2015 Operating Budget	8
4.	Amend the FY2015 RTS Enterprise Fund Budget	10
5.	Rescind the FY2015 Sewer Enterprise Fund Budget	9
6.	Amend the FY2015 Water Enterprise Fund Budget	9
7.	Amend Zoning By-Law – Outdoor Seating	10
8.	Amend Zoning By-Law – Personal Fitness Establishment in Industrial-1	11
9.	Amend Zoning By-Law – Flood Plain District	12
10.	Appropriate for High School Renovation	13

	State Election - Tuesday, November 4, 2014	15
--	--	----

1.	Annual Town Election – Tuesday, April 14 2015	19
----	---	----

Annual Town Meeting – Monday, May 4, 2015

2.	Committee and Officer Reports	35
3.	Establish Elected Officials' Salaries	26/36
4.	Fund Collective Bargaining Agreement – Needham Building Custodian and Tradesman Independent Association (BCTIA)	36
5.	Fund Collective Bargaining Agreement – Police Union	36
6.	Fund Collective Bargaining Agreement - Police Superior Officers	36

FINANCE ARTICLES

7.	Accept Chapter 73, Section 4 of the Acts of 1986	27/36
8.	Appropriate for Needham Property Tax Assistance Program	36
9.	Appropriate for Senior Corps	27/37
10.	Appropriate for Memorial Park Landscape Improvements	37
11.	Appropriate for At-Grade Crossing Feasibility Study	37
12.	Appropriate for Sidewalk Needs Assessment	37
13.	Appropriate for Public Facilities Maintenance Program	38
14.	Appropriate for DPW/Public Services Administration Building Location Feasibility Study	38
15.	Appropriate for RTS Roll-Off Replacement Program	39
16.	Appropriate the FY2016 Operating Budget	39
17.	Appropriate the FY2016 RTS Enterprise Fund Budget	27/42
18.	Appropriate the FY2016 Sewer Enterprise Fund Budget	42
19.	Appropriate the FY2016 Water Enterprise Fund Budget	29/44
20.	Continue Departmental Revolving Funds	30/44
21.	Authorization To Expend State Funds for Public Ways	32/44

ZONING / LAND USE ARTICLES

22.	Amend Zoning By-Law – Medical Marijuana Treatment Center and Off-Site Medical Marijuana Dispensary	44
23.	Amend Zoning By-Law - Definition of Half-Story	49

WARRANT ARTICLE INDEX (Continued)

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27.	Amend Zoning By-Law - Map Change to Flood Plain District	53

GENERAL ARTICLES / CITIZENS' PETITIONS / COMMITTEE ARTICLES

28.	Accept Provisions of M.G.L. – Increase in Retiree COLA Base	54
29.	Home Rule Petition/Amend Town of Needham Charter Part 3, Town Officers, Section 18. Moderator	54

COMMUNITY PRESERVATION ACT ARTICLES

30.	Appropriate for Rosemary Pool	55
31.	Appropriate for Newman Athletic Fields	60
32.	Appropriate for Eastman Conservation Area	61
33.	Appropriate for Mills Field	61
34.	Appropriate for Ridge Hill/Student Conservation Association	32/61
35.	Appropriate for Boat Launch	61
36.	Appropriate for Rail Trail	32/62
37.	Appropriate to Community Preservation Fund	62

HIGH SCHOOL ARTICLES

38.	Home Rule Petition/Construct Additions to High School Under GL CH 149A	62/63
39.	Appropriate for High School Expansion	63

CAPITAL ARTICLES

40.	Rescind Bond Authorizations	32
41.	Appropriate for General Fund Cash Capital	65
42.	Appropriate for Public Works Infrastructure Program	68
43.	Appropriate for Central Avenue/Elliott Street Bridge Construction	69
44.	Appropriate For Sewer Enterprise Fund Cash Capital	33/69
45.	Appropriate for Sewer Pump Station Improvements	33/69
46.	Appropriate for Water Enterprise Fund Cash Capital	34/69
47.	Appropriate for Water System Rehabilitation Program	69

TOWN RESERVE ARTICLES

48.	Appropriate to the OPEB Trust Fund	35/70
49.	Appropriate to Athletic Facility Improvement Fund	70
50.	Omnibus	71

SPECIAL TOWN MEETING – Monday, May 11, 2015

1.	Appropriate for Planning Consulting Assistant	57
2.	Amend the FY2015 Operating Budget	57
3.	Rescind Bond Authorization	58
4.	Appropriate for Oil Tank Replacement	59
5.	Appropriate To Capital Improvement Fund	59
6.	Appropriate To Capital Facility Fund	59

RECORD OF THE STATE PRIMARY
Tuesday, September 9, 2014

The ballot box returns in the Precincts were as follows:

Pursuant to a Warrant issued by the Selectmen July 29, 2014 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the ninth day of September the year 2014 at seven o'clock in the forenoon for the purpose of nominating State and County officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - The Center at the Heights
 Precinct B - The Center at the Heights
 Precinct C - Newman School – Gymnasium
 Precinct D - Newman School - Gymnasium
 Precinct E - Broadmeadow School Performance Center
 Precinct F - Needham High School – Gymnasium B
 Precinct G - Needham High School – Gymnasium B
 Precinct H - Broadmeadow School Performance Center
 Precinct I - William Mitchell School - Gymnasium
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

<u>PRECINCTS</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
7:00 A.M.	25	0	0	0	0
8:00 A.M.	38	24	34	37	42
9:00 A.M.	56	42	60	81	75
10:00 A.M.	95	61	114	111	99
11:00 A.M.	120	110	139	138	129
12:00 NOON	148	172	170	167	162
1:00 P.M.	162	200	198	194	183
2:00 P.M.	181	238	226	218	200
3:00 P.M.	341	276	262	240	226
4:00 P.M.	265	313	291	257	247
5:00 P.M.	285	341	321	293	295
6:00 P.M.	315	377	369	334	359
7:00 P.M.	360	443	435	393	430
8:00 P.M.	389	476	481	447	476

<u>PRECINCTS</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>
7:00 A.M.	0	0	0	0	0
8:00 A.M.	38	29	45	48	37
9:00 A.M.	84	55	141	99	81
10:00 A.M.	104	93	170	131	128
11:00 A.M.	141	131	201	151	148
12:00 NOON	171	159	229	187	185
1:00 P.M.	188	182	252	214	214
2:00 P.M.	216	203	278	239	224
3:00 P.M.	243	223	305	265	253
4:00 P.M.	258	272	350	296	288
5:00 P.M.	304	309	398	344	324
6:00 P.M.	368	372	449	404	362
7:00 P.M.	430	469	520	478	419
8:00 P.M.	487	522	558	530	461

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:15 P. M., September 9, 2014.

The total number of votes cast was as follows:

	Democrat	Republican	Total
Precinct A	326	65	510
Precinct B	374	102	670
Precinct C	391	90	617
Precinct D	377	72	598
Precinct E	381	95	740
Precinct F	413	76	732
Precinct G	437	85	748
Precinct H	449	109	790
Precinct I	468	62	831
Precinct J	390	71	654
TOTAL	4,006	827	4,833

(Absentee and Hand Counted Ballots are included in the Total Vote)

TOTAL VOTE CAST 4,833

(24.10% of Registered Voters)

The results of the balloting were as follows:

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>DEMOCRATIC PARTY</u>											
Total # of Votes Cast	326	374	391	377	381	413	437	449	468	390	4,006
<u>SENATOR IN CONGRESS (Vote for One)</u>											
Edward J. Markey	244	298	288	293	274	308	313	320	372	289	2,999
Scattered Write-Ins	3	6	6	4	4	2	6	7	3	8	49
Blanks	79	70	97	80	103	103	118	122	93	93	958
<u>GOVERNOR (Vote for One)</u>											
Donald M. Berwick	73	119	117	113	139	140	134	116	159	126	1,236
Martha Coakley	107	119	125	122	124	110	150	137	146	115	1,255
Steven Grossman	141	136	144	140	116	162	149	189	162	144	1,483
Scattered Write-Ins	0	0	1	0	2	0	0	0	1	0	4
Blanks	5	0	4	2	0	1	4	7	0	5	28
<u>LIEUTENANT GOVERNOR (Vote for One)</u>											
Leland Cheung	62	108	113	111	107	116	129	112	142	116	1,116
Stephen J. Kerrigan	111	113	106	109	102	121	106	127	134	105	1,134
Michael E. Lake	54	69	59	64	64	74	84	77	91	71	707
Scattered Write-Ins	1	1	0	0	1	0	0	1	3	1	8
Blanks	98	83	113	93	107	102	118	132	98	97	1,041
<u>ATTORNEY GENERAL (Vote for One)</u>											
Maura Healey	191	238	239	235	251	267	297	296	305	220	2,539
Warren E. Tolman	123	121	123	123	115	128	124	132	145	153	1,287
Scattered Write-Ins	0	0	0	0	0	1	0	0	1	1	3
Blanks	12	15	29	19	15	17	16	21	17	16	177
<u>SECRETARY OF STATE (Vote for One)</u>											
William Francis Galvin	250	278	271	266	260	298	303	314	357	282	2,879
Scattered Write-Ins	0	3	4	2	1	0	1	4	1	2	18
Blanks	76	93	116	109	120	115	133	131	110	106	1,109
<u>TREASURER (Vote for One)</u>											
Thomas P. Conroy	63	79	81	87	95	94	125	120	101	88	933
Barry R. Finegold	64	72	74	67	66	80	87	81	85	98	774
Deborah B. Goldberg	144	178	178	176	165	196	160	190	209	157	1,753
Scattered Write-Ins	0	0	0	0	0	0	0	1	1	1	3
Blanks	55	45	58	47	55	43	65	57	72	46	543
<u>AUDITOR (Vote for One)</u>											
Suzanne M. Bump	204	250	231	228	216	264	257	269	317	258	2,494
Scattered Write-Ins	0	1	4	2	1	0	3	4	4	1	20
Blanks	122	123	156	147	164	149	177	176	147	131	1,492

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>DEMOCRATIC PARTY</u>											
total # of Votes Cast	326	374	391	377	381	413	437	449	468	390	4,006

<u>REPRESENTATIVE IN CONGRESS (Fourth District) (Vote for One)</u>											
Robert P. Kennedy, III	251	293	302	294	277	324	338	317	380	306	3,082
attered Write-Ins	1	2	5	1	3	1	1	5	2	3	24
anks	74	79	84	82	101	88	98	127	86	81	900

<u>COUNCILLOR (Second District) (Vote for One)</u>											
Robert L. Jubinville	115	152	133	139	160	142	142	153	168	159	1,463
Robert Andrew Timilty	86	105	104	112	100	131	129	128	139	100	1,134
attered Write-Ins	0	0	1	0	0	1	0	0	0	1	3
anks	125	117	153	126	121	139	166	168	161	130	1,406

<u>SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District) (Vote for One) (Precincts A,B,C,I, J)</u>											
Alan Hayre	119	153	149	---	---	---	---	---	208	171	800
Barbara Lynn Reynolds	95	124	99	---	---	---	---	---	130	105	553
attered Write-Ins	0	0	1	---	---	---	---	---	1	1	3
anks	112	97	142	---	---	---	---	---	129	113	593

<u>SENATOR IN GENERAL COURT (Norfolk & Suffolk District) (Vote for One) (Precincts D,E,F,G,H)</u>											
Michael F. Rush	---	---	---	221	212	243	247	258	---	---	1,181
attered Write-Ins	---	---	---	1	1	0	1	4	---	---	7
anks	---	---	---	155	168	170	189	187	---	---	869

<u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District) (Vote for One)</u>											
Denise C. Garlick	249	292	293	285	275	314	331	336	381	305	3,061
attered Write-Ins	0	2	1	2	2	0	1	3	1	6	18
anks	77	80	97	90	104	99	105	110	86	79	927

<u>DISTRICT ATTORNEY (Norfolk District) (Vote for One)</u>											
Michael W. Morrissey	205	238	235	228	217	259	261	263	312	243	2,461
attered Write-Ins	1	1	3	2	1	0	0	1	2	4	15
anks	120	135	153	147	163	154	176	185	154	143	1,530

<u>REGISTER OF PROBATE (Norfolk County) (Vote for One)</u>											
Patrick W. McDermott	197	230	220	215	197	236	244	248	300	242	2,329
attered Write-Ins	0	1	4	1	1	0	0	2	1	3	13
anks	129	143	167	161	183	177	193	199	167	145	1,664

<u>COUNTY TREASURER ((Norfolk County) (Vote for One)</u>											
Joseph A. Connolly	201	230	228	220	206	241	247	243	301	243	2,360
attered Write-Ins	0	1	3	1	1	0	0	2	1	2	11
anks	125	143	160	156	174	172	190	204	166	145	1,635

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>DEMOCRATIC PARTY</u>											
Total # of Votes Cast	326	374	391	377	381	413	437	449	468	390	4,006
<u>COUNTY COMMISSIONER (Norfolk County) (Vote for not more than Two)</u>											
Peter H. Collins	194	228	220	215	200	234	238	239	297	236	2,301
Scattered Write-Ins	1	2	2	1	0	0	0	2	2	3	13
Blanks	131	144	169	161	181	179	199	208	169	151	1,692

The results of the balloting were as follows:

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>REPUBLICAN PARTY</u>											
Total # of Votes Cast	65	102	90	72	95	76	85	109	62	71	827
<u>SENATOR IN CONGRESS (Vote for One)</u>											
Brian J. Herr	49	72	65	59	67	53	58	70	45	51	589
Scattered Write-Ins	1	1	0	0	0	0	1	0	0	0	3
Blanks	15	29	25	13	28	23	26	39	17	20	235
<u>GOVERNOR (Vote for One)</u>											
Charles D. Baker	56	94	80	63	79	59	63	97	58	59	708
Mark R. Fisher	7	8	10	9	16	17	20	11	4	11	113
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	2	0	0	0	0	0	2	1	0	1	6
<u>LIEUTENANT GOVERNOR (Vote for One)</u>											
Karyn E. Polito	53	84	73	64	77	64	65	83	53	55	671
Scattered Write-Ins	1	0	0	0	0	0	0	0	0	0	1
Blanks	11	18	17	8	18	12	20	26	9	16	155
<u>ATTORNEY GENERAL (Vote for One)</u>											
John B. Miller	50	76	65	58	73	50	61	69	44	54	600
Scattered Write-Ins	0	0	1	0	1	0	0	0	0	0	2
Blanks	15	26	24	14	21	26	24	40	18	17	225
<u>SECRETARY OF STATE (Vote for One)</u>											
David D’Arcangelo	49	71	65	52	71	52	60	68	44	52	584
Scattered Write-Ins	1	0	0	0	0	1	0	0	0	1	3
Blanks	15	31	25	20	24	23	25	41	18	18	240

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>REPUBLICAN PARTY</u>											
Total # of Votes Cast	65	102	90	72	95	76	85	109	62	71	827

<u>TREASURER (Vote for One)</u>											
Michael James Heffernan	49	78	69	61	75	50	64	76	48	53	623
Unattered Write-Ins	1	0	0	0	1	2	0	0	0	0	4
Unks	15	24	21	11	19	24	21	33	14	18	200

<u>AUDITOR (Vote for One)</u>											
Patricia S. Saint Aubin	48	70	61	53	71	55	61	64	41	50	574
Unattered Write-Ins	0	2	0	0	0	1	0	0	0	0	3
Unks	17	30	29	19	24	20	24	45	21	21	250

<u>REPRESENTATIVE IN CONGRESS (Fourth District) (Vote for One)</u>											
Nomination	-	-	-	-	-	-	-	-	-	-	-
Unattered Write-Ins	8	16	13	12	11	13	10	11	3	3	100
Unks	57	86	77	60	84	63	75	98	59	68	727

<u>COUNCILLOR (Second District) (Vote for One)</u>											
Nomination	-	-	-	-	-	-	-	-	-	-	-
Unattered Write-Ins	4	16	5	6	6	8	6	7	3	4	65
Unks	61	86	85	66	89	68	79	102	59	67	762

<u>SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District) (Vote for One) (Precincts A,B,C,I, J)</u>											
Richard J. Ross	47	69	71	-	-	-	-	-	48	52	287
Unattered Write-Ins	0	1	0	-	-	-	-	-	0	1	2
Unks	18	32	19	-	-	-	-	-	14	18	101

<u>SENATOR IN GENERAL COURT (Norfolk & Suffolk District) (Vote for One) (Precincts D,E,F,G,H)</u>											
Nomination	-	-	-	-	-	-	-	-	-	-	-
Unattered Write-Ins	-	-	-	6	8	6	6	7	-	-	33
Unks	-	-	-	66	87	70	79	102	-	-	404

<u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District) (Vote for One)</u>											
Nomination	-	-	-	-	-	-	-	-	-	-	-
Unattered Write-Ins	4	15	6	5	7	5	5	6	3	5	61
Unks	61	87	84	67	88	71	80	103	59	66	766

<u>DISTRICT ATTORNEY (Norfolk District) (Vote for One)</u>											
Nomination	-	-	-	-	-	-	-	-	-	-	-
Unattered Write-Ins	5	16	3	3	7	5	2	6	2	4	53
Unks	60	86	87	69	88	71	83	103	60	67	774

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>REPUBLICAN PARTY</u>											
Total # of Votes Cast	65	102	90	72	95	76	85	109	62	71	827
<u>REGISTER OF PROBATE (Norfolk County) (Vote for One)</u>											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	2	15	2	3	3	6	3	6	2	3	45
Blanks	63	87	88	69	92	70	82	103	60	68	782
<u>COUNTY TREASURER (Norfolk County) (Vote for One)</u>											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	3	14	3	3	2	5	1	6	2	3	42
Blanks	62	88	87	69	93	71	84	103	60	68	785
<u>COUNTY COMMISSIONER (Norfolk County) (Vote for not more than Two)</u>											
Michael J. Soter	42	63	56	43	51	44	54	53	38	42	486
Scattered Write-Ins	1	0	0	0	0	0	0	1	0	0	2
Blanks	22	39	34	29	44	32	31	55	24	29	339

The ballots casts in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:15 P.M., September 9, 2014.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

RECORD OF SPECIAL TOWN MEETING**Monday, October 27, 2014**

Pursuant to a Warrant issued by the Selectmen September 23, 2014 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall, on Monday, October 27, 2014, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 186 voters, including 182 Town Meeting Members, were checked on the list as being present and 69 Absent.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. The call to the meeting and the officer's turn were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator introduced the Third Grade Class at the Hillside School who led Town Meeting members in the Pledge of Allegiance. Town Meeting members then joined the class in singing "America the Beautiful" and "A Grand Old Flag" led by their teacher and Town Meeting Member from Precinct H, Marjorie M. Margolis, and accompanied by Mr. Doug Robinson on the piano.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator stated that Town Meeting Members may only sit in the first eleven rows as indicated by the Marshalls and signified by the pylons. He further noted that there are two microphones which must be used for comments from the floor. Tonight these microphones are being provided to you by McKenzie Wade and Ned Cooley.

The Moderator announced the following ground rules and these were adopted unanimously:

A speaker will be ruled out of order who refers to personalities or in the judgment of the Moderator, exceeds the bounds of civility. Let us remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

Please rise to be recognized and address the Moderator or Chair. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise your hand high to inform the Chair so that appropriate accommodation may be made.

All commentary, remarks and inquiries must be addressed to the Moderator as Chair.

Anyone entering or exiting the Hall while we are in session must use care not to disrupt the session, in particular, must not allow the doors to slam.

No eating, drinking or smoking is permitted in the hall.

No firearms or weapons are permitted in the hall.

7. No hats may be worn except by uniform personnel or for medical reasons.

8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

14. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

15. Rules concerning budget articles. In keeping with our tradition, I seek your unanimous consent for a rule of procedure and debate for discussion under the budget articles that will be before this Special Town Meeting, specifically Articles 3. That rule would provide that a motion to amend under this article which adds funds to a particular line item will not be in order unless the movant identifies another line item or items that will be reduced in order to fund the proposed increase.

16. Chapter 39: Section 17. Powers of moderator; preservation of order

Section 17. No person shall address a town meeting without leave of the moderator, and all persons shall, at the request of the moderator, be silent. If a person, after warning from the moderator, persists in disorderly behavior, the moderator may order him to withdraw from the meeting, and, if he does not withdraw, may order a constable or any other person to remove him and confine him in some convenient place until the meeting is adjourned.

17. Unanimous consent was given to adopt the following limits of debate:

15 Minutes in total - Committee Chairpersons, Proponents, Attorneys representing proponents; subject to extension by the Moderator.

5 Minutes in total - Town Meeting Members, non-Town Meeting Members, visitors other than attorneys.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under

Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator announced that there are no changes in the affirmative motions.

The Moderator announced that there are no articles to be withdrawn.

The Moderator announced that there are no articles subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 1. No Town Meeting Members responded with "question" or "debate" to Articles 2, 3, 5, and 6. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 2: APPROPRIATE FOR MATCHING GRANT

To see if the Town will vote to raise and/or transfer and appropriate \$5,000 for the purposes of matching a Federal grant for economic development initiatives in Needham and Newton, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to raise and/or transfer and appropriate \$5,000 for the purposes of matching a Federal grant for economic development initiatives in Needham and Newton, to be spent under the direction of the Town Manager and raised from the tax levy.

Article Information: The Town of Needham and the City of Newton have collaborated to create the N² Economic Development initiative, the goal of which is to strengthen and market the region through business attraction and support of innovation in the Highland Avenue/Needham Street corridor. As part of this initiative, the Newton/Needham Chamber of Commerce is preparing a grant application to the U.S. Economic Development Agency for a grant to support a \$100,000 study. The requested funds include \$50,000 from the U.S. government, \$38,000 from businesses in the N² corridor, and matching funds from the City of Newton and the Town of Needham. The current plan is for the Town of Needham to contribute \$5,000 and the City of Newton to contribute \$7,000. The City of Newton is pursuing participation by the Commonwealth as well, which, if successful, will lower the contributions required by the two communities. The project will include findings, and a strategic plan for implementing the recommendations in the next several years.

ACTION: So voted by unanimous consent.

ARTICLE 3: AMEND THE FY2015 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2015 Operating Budget adopted under Article 11 of the May 2014 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
9	Classification, Performance, Settlements	\$119,000	\$169,167
10	Reserve Fund	\$1,464,490	\$1,489,657
25A	Department of Public Works, Salary & Wages	\$3,251,531	\$3,256,531
25B	Department of Public Works, Expenses	\$1,480,421	\$1,485,421
29A	Health Department Salary & Wages	\$424,583	\$476,341

said sum to be raised from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2015 Operating Budget adopted under Article 11 of the May 2014 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
9	Classification, Performance, Settlements	\$119,000	\$169,167
10	Reserve Fund	\$1,464,490	\$1,489,657
25A	Department of Public Works, Salary & Wages	\$3,251,531	\$3,256,531
25B	Department of Public Works, Expenses	\$1,480,421	\$1,485,421
29A	Health Department Salary & Wages	\$424,583	\$476,341

said sum to be raised from the tax levy.

Article Information: This purpose of this article is fourfold. First, the Classification, Performance, Settlements line would be increased to provide sufficient funding for the DPW/NIPEA collective bargaining agreement approved last spring, and the Independent Town Workers Association Agreement proposed under Article 1 of this Warrant. Second, the article allocates \$10,000 in dog license fees to DPW salary and expense lines to support the new off-leash dog area at the NIKE site. At the recommendation of the Town Clerk, the Board of Selectmen voted to increase the dog license fees last year, in part for this purpose. Third, the article will fund the Substance Abuse Coordinator

position in the Health Department for $\frac{3}{4}$ of fiscal year 2015. At the time of the 2014 Annual Town Meeting, it was not yet certain whether the Town would continue to receive grant funding for this position. The Town was recently notified that the Federal funding for the position will not continue. Finally, the article proposes to increase the Reserve Fund by \$25,167 after an updated revenue projection for the fiscal year was completed.

ACTION: So voted by unanimous consent.

ARTICLE 5: AMEND THE FY2015 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2015 Sewer Enterprise Fund Budget adopted under Article 13 of the May 2014 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
301A	Salary & Wages	\$939,465	\$962,166
301D	MWRA Assessment	\$5,468,475	\$5,466,144

said sum to be raised from Sewer Enterprise Fund Receipts; or take any other action relative thereto.

Article Information: The purpose of this Article is to allocate funding for the DPW employees collective bargaining agreement, approved at the 2014 Annual Town Meeting, and to reduce the budget based on the Town's final MWRA Assessment.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2015 Sewer Enterprise Fund Budget adopted under Article 13 of the May 2014 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
301A	Salary & Wages	\$939,465	\$962,166
301D	MWRA Assessment	\$5,468,475	\$5,466,144

said sum to be raised from Sewer Enterprise Fund Receipts.

ACTION: So voted by unanimous consent.

ARTICLE 6: AMEND THE FY2015 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2015 Water Enterprise Fund Budget adopted under Article 14 of the May 2014 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
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301A	Salary & Wages	\$1,053,177	\$1,077,972
301D	MWRA Assessment	\$1,194,022	\$1,193,697

said sum to be raise from Water Enterprise Fund Receipts; or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2015 Water Enterprise Fund Budget adopted under Article 14 of the May 2014 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
301A	Salary & Wages	\$1,053,177	\$1,077,972
301D	MWRA Assessment	\$1,194,022	\$1,193,697

said sum to be raise from Water Enterprise Fund Receipts.

Article Information: The purpose of this Article is to allocate funding for the DPW employees collective bargaining agreement, approved at the 2014 Annual Town Meeting, and to reduce the budget based on the Town's final MWRA Assessment.

ACTION: So voted by unanimous consent.

The Moderator then proceeded with the remaining articles beginning with Article 1:

ARTICLE 1: APPROVE THE ITWA COLLECTIVE BARGAINING AGREEMENT

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2015 and fiscal year 2016; or take any other action relative thereto.

Article Information: The Town and the Independent Town Workers Association have reached agreement on two collective bargaining agreements – one for fiscal year 2015 and one for fiscal years 2016 through 2018. The Agreements provide for a wage restructuring (in light of the fact that the wages for these positions has fallen behind similar positions in comparable communities). The Agreements also provide for general wage increases of 2.5% in fiscal years 2016 through 2018. The total four year Agreement is consistent with the Town's sustainability initiative.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2015 and fiscal year 2016.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that the Town and the Independent Town Workers Association have reached an agreement on two collective bargaining agreements for FY15 and FY16. The Board of Selectmen unanimously approves adoption of this article.

Mr. John P. Connelly, member, addressed this proposal on behalf of the Finance Committee. He indicated that this agreement represents a 4.5 % increase for these employees over a four year period.

ACTION: The main motion was presented and carried unanimously by voice vote.

At this time the Moderator made the following announcements:

The Moderator welcomed State Representative Denise C. Garlick and State Senator Richard J. Ross who are both in attendance of this evening.

1. The Needham Exchange Club is having their annual Citrus/Chocolate/ Fruit sales this fall and will be selling these products either during the break or at the conclusion of Town Meeting. He encouraged members to support the Exchange Club.

2. There will be a State Senate race debate on Tuesday, October 28, 2014 at the Eliot School sponsored by the League of Women Voters.

Article 2 and 3 were adopted by unanimous consent earlier this evening.

ARTICLE 4: AMEND THE FY2015 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2015 RTS Enterprise Fund Budget adopted under Article 12 of the May 2014 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
101A	Salary & Wages	\$710,556	\$731,026

said sum to be raised from RTS Enterprise Fund Receipts; or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2015 RTS Enterprise Fund Budget adopted under Article 12 of the May 2014 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
101A	Salary & Wages	\$710,556	\$731,026

said sum to be raised from RTS Enterprise Fund Receipts.

Article Information: The purpose of this article is to allocate funding for the DPW employees collective bargaining agreement approved at the 2014 Annual Town Meeting.

Mr. John A. Bulian, Chairman, addressed this proposal on behalf of the Board of Selectmen. He advised that the Board of Selectmen unanimously supports this proposal.

Ms. Louise L. Miller, member, recommended adoption of this proposal of behalf of the Finance Committee. She noted that this is an appropriation of \$20,470 or a 2.88 % increase for the DPW employees collective bargaining agreement.

In response to an inquiry from Mr. David J. Ecsedy, Ms. Miller advised that this appropriation includes increases for eight employees and all the overtime expenses at the RTS.

ACTION: The Main motion was presented and carried unanimously by voice vote.

Article 5 and 6 were adopted by unanimous consent earlier this evening.

ARTICLE 7: AMEND ZONING BY-LAW – OUTDOOR SEATING

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial 1 Districts, by adding to Accessory Uses "Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter" Y# in Industrial and Industrial-1.

2. In Section 3.2.4 Uses in the New England Business Center District, Subsection 3.2.4.1 (k) Permitted Uses by adding to thereto the following: "Further provided, accessory uses for seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9."

3. In Section 3.2.5 Uses in the Highland Commercial-128 District, Subsection 3.2.5.1 (i) Permitted Uses by adding to thereto the following: "Further provided, accessory uses for seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9."

4. In Section 3.2.6 Uses in the Mixed Use-128 District, Subsection 3.2.6.1 (n) Permitted Uses by adding thereto the following: "Further provided, accessory uses for seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the

take any other action relative thereto.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by adding to Accessory Uses "Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter" Y# in Industrial and Industrial-1.

In Section 3.2.4 Uses in the New England Business Center District, Subsection 3.2.4.1 (k) Permitted Uses by adding to thereto the following: "Further provided, accessory uses for seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9."

In Section 3.2.5 Uses in the Highland Commercial-128 District, Subsection 3.2.5.1 (i) Permitted Uses by adding to thereto the following: "Further provided, accessory uses for seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9."

In Section 3.2.6 Uses in the Mixed Use-128 District, Subsection 3.2.6.1 (n) Permitted Uses by adding thereto the following: "Further provided, accessory uses for seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9."

Article Information: This article would allow the Planning Board to permit on private property, upon minor site plan review, seasonal temporary outdoor seating at restaurants and allow the Board of Selectmen to permit on a public way or other public property, again subject to minor site plan review, seasonal temporary outdoor seating at restaurants in Industrial and Industrial-1, New England Business Center, Highland Commercial-128, and Mixed Use-128 zoning districts. Town is amending previously approved seasonal temporary outdoor seating at restaurants in the Business, Chestnut Street Business, Center Business and Avery Square Business zoning districts. This article amends these amenities to other districts which have restaurants. The Zoning By-Law under Section 6.9 currently imposes conditions upon such uses. As noted before, any approval from the Board of Selectmen would also require a separate license or lease

of the public land and compliance, if applicable, with the Board's Alcohol Regulations.

Ms. Elizabeth Jane Grimes, member, recommended adoption on behalf of the Planning Board. She explained that this article expands temporary outdoor seating at restaurants in the Industrial and Industrial-1, New England Business Center, Highland Commercial-128, and Mixed Use-128 zoning districts. This proposal would also allow the Board of Selectmen to permit on a public way or other public property subject to minor site plan review.

Mr. Daniel P. Matthews, Selectman, recommended adoption on behalf of the Board of Selectmen

Ms. Lisa W. Zappala, member, recommended adoption on behalf of the Finance Committee.

In response to an inquiry from Deborah S. Winnick, Ms. Grimes stated that this zoning amendment is brought to this Fall Special Town Meeting so that restaurants will be able to provide temporary outdoor seating in the Spring.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried by unanimous vote.

ARTICLE 8: AMEND ZONING BY-LAW – PERSONAL FITNESS ESTABLISHMENT IN INDUSTRIAL-1

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by changing the table from "N" to "Y" for "Personal fitness service establishment; provided, all required off-street parking is provided on-site for all land uses located on the subject site and in adherence with the requirements of Section 5.1.2, Required Parking, absent any waivers from the provisions of Subsections 5.1.1.5 and 5.1.1.6" under Industrial-1.

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by changing the table from "N" to "SP" for "Personal fitness service establishment; where there is insufficient off-street parking on-site to serve all land uses located thereon in adherence with the requirements of Section 5.1.2, but where it can be demonstrated that the hours, or days, of peak parking for the uses are sufficiently different that a lower total will provide adequately for all uses or activities served by the parking lot" under Industrial-1.

Or take any other action relative thereto.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

1. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by changing the table from "N" to "Y" for

"Personal fitness service establishment; provided, all required off-street parking is provided on-site for all land uses located on the subject site and in adherence with the requirements of Section 5.1.2, Required Parking, absent any waivers from the provisions of Subsections 5.1.1.5 and 5.1.1.6" under Industrial-1.

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by changing the table from "N" to "SP" for "Personal fitness service establishment; where there is insufficient off-street parking on-site to serve all land uses located thereon in adherence with the requirements of Section 5.1.2, but where it can be demonstrated that the hours, or days, of peak parking for the uses are sufficiently different that a lower total will provide adequately for all uses or activities served by the parking lot" under Industrial-1.

Article Information: This article would authorize personal fitness service establishments in the Industrial-1 district either by right or by special permit. Presently the use is permitted in Needham's Business, Chestnut Street Business, Center Business, Avery Square Business, Hillside Avenue Business and Industrial districts.

Under the proposed amendment, personal fitness service establishments would be permitted as-of-right in the Industrial-1 district where the number of off-street parking spaces required to service the fitness use and all other land uses located on the property are provided in accordance with zoning by-law requirements. Personal fitness service establishments having insufficient off-street parking would be permitted by special permit in the Industrial-1 district where it can be demonstrated that the hours, or days, of peak parking for the uses are sufficiently different that a lower parking total would provide adequately for all uses or activities served by the parking lot. Personal fitness service establishments are defined within the zoning by-law as businesses which involve instructional and/or directed exercise and fitness activities, including, but not limited to, personal training, yoga, spinning, pilates, exercise and fitness classes and lessons, and related activities; having at least one instructor or supervisor for every 15 clients; a maximum class size of 15 clients; a maximum occupancy at any one time of 20 persons; and a maximum total area of 2,500 square feet.

Mr. Sam Bass Warner, member, addressed this proposal on behalf of the Planning Board. He asked Town Meeting Members to rise, take a deep breath, and to sit down again indicating that we in Needham are sitters and need fitness training. This proposal would allow personal fitness service establishments in the Industrial-1 district by right.

Mr. Maurice P. Handel, Selectman, advised that the Board of Selectmen unanimously supports this proposal.

Ms. Lisa W. Zappala, member, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried by unanimous vote.

ARTICLE 9: AMEND ZONING BY-LAW – FLOOD PLAIN DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 3.3, Uses in Flood Plain District, Subsection 3.3.1, Prohibited Uses, by deleting the words "(d) Swimming pools".

2. In Section 3.3, Uses in Flood Plain District, Subsection 3.3.3, Uses Requiring a Special Permit, by adding a new paragraph (h) after the existing paragraph (g) that states "Swimming pools, together with structures, walkways, mechanical systems accessory thereto, and fences."

3. In Section 3.3, Uses in Flood Plain District, Subsection 3.3.3, Uses Requiring a Special Permit, by designating the existing paragraph (h) as paragraph (i).

Or take any other action relative thereto.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

1. In Section 3.3, Uses in Flood Plain District, Subsection 3.3.1, Prohibited Uses, by deleting the words "(d) Swimming pools".

2. In Section 3.3, Uses in Flood Plain District, Subsection 3.3.3, Uses Requiring a Special Permit, by adding a new paragraph (h) after the existing paragraph (g) that states "Swimming pools, together with structures, walkways, mechanical systems accessory thereto, and fences."

3. In Section 3.3, Uses in Flood Plain District, Subsection 3.3.3, Uses Requiring a Special Permit, by designating the existing paragraph (h) as paragraph (i).

Article Information: This article would authorize swimming pools and improvements accessory thereto by special permit in the Flood Plain Overlay District provided such installations retain existing flood water storage capacity. Presently swimming pools are a prohibited use within the Flood Plain Overlay District.

Section 3.3 of the Zoning By-Law establishes the purpose of the Flood Plain Overlay District which was largely congruent with the purpose of flood plain protection in the Massachusetts Wetlands Protection Act and Regulations (310 CMR 10.00 et. seq.) and the Needham Wetlands Protection By-Law. The majority of these purposes are to protect natural resources (surface and ground water, water courses, water sheds, ecosystem balance) but also include purposes more appropriate to zoning, specifically to protect the health and safety of persons and property against the hazards of flooding and to protect the community against detrimental use of land adjoining water courses. There are presently four prohibited uses in the Flood Plain Overlay District (Section 3.3.1). Uses (a) and (b), the Manufacturing, Transport, Storage or Disposal of Toxic or Hazardous Materials, and Sanitary Landfills, Junkyards, Salvage Yards, etc. clearly are uses that, in a flood plain, would release hazardous materials that would be detrimental to the health and safety of persons and natural resources. Prohibited Use (c) prohibits encroachments into the flood plain, including fill and structures, unless a Registered Professional Engineer demonstrates that the encroachment would not result in any increase in flood elevations. Prohibited Use (d) is simply "Swimming Pools". No rationale is provided as to why a swimming pool would be detrimental to human health or property, detrimental to natural resources in the event of a flood or would decrease flood storage and increase flood elevations.

Accordingly, the noted amendment is offered to authorize swimming pools and improvements accessory thereto by special permit in the Flood Plain Overlay District where it is demonstrated that such installation will retain existing flood water storage capacity. Congruent review and approval by the Conservation Commission pursuant to the Massachusetts Wetlands Protection Act and Regulations and the Needham Wetlands Protection By-Law would still be required.

Ms. Jeanne S. McKnight, member, addressed this proposal on behalf of the Planning Board. She explained that this proposal authorizes swimming pools in flood districts by special permit provided such installations retain existing water storage capacity. The Planning Board unanimously recommends adoption.

Ms. Marianne B. Cooley, Selectman, advised that the Board of Selectmen unanimously recommends adoption of this article.

Mr. Thomas F. Soisson expressed concern with flooding the need for plants and greens to help dissipate the area. Swimming pools do not help with the necessary dissipation. Ms. McKnight concurred that wetlands can help to dissipate flood water and areas. However the zoning by-laws currently allow structures and it did not seem appropriate to single out swimming pools as a structure that is not allowed.

In response to an inquiry from Mr. Peter Sergey Panov regarding chemicals from pools, Ms. McKnight explained that any toxic or hazardous materials are prohibited and will continue to be prohibited.

ACTION: The main motion, which requires a two-thirds vote, was presented, but the Moderator was in doubt. He called for a second vote. The main motion was again presented and carried by the required two-thirds vote on a voice vote.

ARTICLE 10: APPROPRIATE FOR HIGH SCHOOL RENOVATION

To see if the Town will vote to raise and/or transfer and appropriate \$200,000 for engineering, design and construction for renovation and repairs at Needham High School, to be spent under the direction of the Town Manager and raised from the tax levy; or any other action relative thereto.

VED: That the Town vote to raise and/or transfer and appropriate \$200,000 for engineering, design and construction for renovation and repairs at Needham High School, to be spent under the direction of the Town Manager and raised from the tax levy.

Article Information: Needham High School was constructed for a student population of 1,450. The population for school year 2014/2015 is 1,631, or 181 students in excess of the school's design capacity. According to the Future School Needs Committee (FSNC), the projected student population will exceed 2,000 students in school year 2015/2016 and remain at or above 2,000 students through school year 2024/2025. As a result of the current and anticipated student enrollment, there is a need for additional classroom space at Needham High. This request is for classrooms to reconfigure two large classroom spaces into four smaller classrooms. The rooms that will be reconfigured are Room 707 (science lab) and Room 728 (all-purpose room.) Additional renovations to Needham High School to expand the number of

classrooms and enlarge the cafeteria will be discussed during the fiscal year 2016 – 2020 capital improvement planning process.

Ms. Marianne B. Cooley, Selectman, recommended adoption of this proposal on behalf of the Board of Selectmen.

Mr. Michael J. Greis, Chairman, addressed this proposal on behalf of the School Committee. He advised that this article will provide immediate overcrowding relief at a great price. The school was constructed for a student total of 1600. However, student population is projected at over 1,700 for the 2015/2016 school year. This proposal is to reconstruct two classrooms. Mr. Greis noted that they will come back to the Annual Town Meeting to request funding for additional classrooms. The School Committee recommends adoption of this article.

Mr. John P. Connelly, member, addressed this proposal on behalf of the Finance Committee. He advised that the Finance Committee met with the School Committee several times regarding space issues. They even went on a tour and were impressed with both the teachers and the students. While the Finance Committee is not sure there is a need for a total of fifteen additional classrooms, they would like the School Committee to explore other options. Mr. Connelly noted that there are multiple projects coming up and Town Meeting needs to be aware of future projections and discussions. For this proposal, the Finance Committee does approve this appropriation.

Ms. Risa J. Greendlinger noted that Town Meeting is concerned with the capital improvement process, but there are also concerns with the pressures on space and students.

In response to an inquiry from Mr. Terence P. Noonan, Mr. Greis noted that student population projections were maxed out in 2019. The Storage room wall will be pushed out to enlarge the area, and projections for "out years" are not very reliable.

Ms. Georgina A. Arrieta-Ruetenik rose in support of this article.

ACTION: The main motion was presented and carried by majority vote declared on a voice vote.

The Moderator announced attendance for this evening. 180 Town Meeting Members were present and 71 were absent.

At this time the Moderator thanked the following individuals for their help in making this Town Meeting run smoothly: Al Kenney on the Sound System, Pat Thornton, Town Hall Custodian, Stephen Grable, Town Hall Monitor, Pages Hanna Kenney and Cassie Wade for manning the microphones, Sandy Cincotta, and Mark Mandel.

At 8:55 P.M. Mr. John A. Bulian, Chairman, on behalf of the Board of Selectmen, offered the following Resolution:

THE FOLLOWING RESOLUTION

was offered

In memory of Richard Patton Melick

WHEREAS: Richard Patton "Dick" Melick was born in Washington DC, and moved to Newton, Massachusetts while in junior high school. He

was engaged in civic service at an early age serving as president of his high school legislature and vice president of the varsity club; and

created the Richard Patton Melick Foundation to honor his dedication to public service and to recognize others who give back in significant ways to their community.

WHEREAS: At the age of 17, Dick enlisted in the United State Navy, serving as a corpsman during World War II. After the War, he attended Haverford College and the University of New Hampshire before obtaining a law degree from Boston University. He settled in Needham in 1959; and

NOW THEREFORE, be it resolved by this body that the October 27, 2014 Special Town Meeting be dissolved in honor of the many civic and community contributions of Richard Patton Melick to the Town of Needham.

WHEREAS: Dick was the father of Richard, Jeffrey, Suzanne, Sara, and Laurie, and step-father of Christine and John, and was married to Susan R. Melick; and

ACTION: At 9:05 P.M. the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

WHEREAS: Wells, Maine, where Dick and his family summered during his youth, provided him with an introduction to the Town Meeting form of government, which impressed him so much that he registered to vote in that Town. Even during his college years, he never failed to find his way back to Wells to attend Town Meeting; and

A true copy
ATTEST:

WHEREAS: Dick began his legal career serving as assistant to the Massachusetts Attorney General. He then joined a defense trial firm with several other lawyers. Over the next three decades, the firm grew to 72 lawyers, and Dick was the second senior attorney and chairman of the Executive Committee; and

WHEREAS: Dick served on many boards and committees, including the Norfolk Bar Association where he served as past president, the Boston Board of Bar Overseers where he served as hearing officer, and as an arbitrator for the American Arbitration Association. Dick was an active member of the Boston Inn of Court, and frequently volunteered teaching litigation strategies to young lawyers; and

WHEREAS: In Needham, Dick served as a scout leader, a Little League Baseball manager, a charter member and trustee of the Needham YMCA, president and member of the Board of Directors of the Needham Pool and Racquet Club, a member of the Needham Taxpayers Association, and as exalted Ruler of the Benevolent and Protective Order of the Elks. He was also a fixture in the annual 4th of July parade; and

WHEREAS: Dick did not retire from civic involvement when he moved to Florida. He continued to enjoy public service as manager of the Naples Concert Band, as moderator of the Naples United Church of Christ, and as a volunteer for the Literacy Volunteers of Collier County; and

WHEREAS: Dick served the Town of Needham with distinction as Town Moderator for 35 years, from 1962 through 1997. Following his retirement as Moderator, Needham residents

RECORD OF THE STATE ELECTION
Tuesday, November 4, 2014

The ballot box returns in the Precincts were as follows:

Pursuant to a Warrant issued by the Selectmen October 2014 the Inhabitants of the Town of Needham qualified to vote elections met at the polling places designated for the several precincts in said Needham on Tuesday, the second day of November in the year 2014 at seven o'clock in the forenoon for the purpose of nominating State and County Officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty with the zero report printed. The boxes were then locked and keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - The Center at the Heights
 Precinct B - The Center at the Heights
 Precinct C - Newman School - Gymnasium
 Precinct D - Newman School - Gymnasium
 Precinct E - Broadmeadow School Performance Center
 Precinct F - Needham High School - Gymnasium B
 Precinct G - Needham High School - Gymnasium B
 Precinct H - Broadmeadow School Performance Center
 Precinct I - William Mitchell School - Gymnasium
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

The total number of votes cast was as follows:

	Total
Precinct A	1177
Precinct B	1316
Precinct C	1336
Precinct D	1301
Precinct E	1390
Precinct F	1307
Precinct G	1468
Precinct H	1405
Precinct I	1380
Precinct J	1331
Total	13,405

TOTAL VOTE CAST - 13,411

(The absentee ballots, hand counted ballots, and 6 provisional ballots are included in the Total Vote)
 There were no absentee ballots returned from overseas, postmarked by day of Election to be counted on the 10th day following the Election)
(65.96 % of Registered Voters)

The result of the balloting was as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	0	0	0	0	0
8:00 A.M.	95	108	134	96	142
9:00 A.M.	167	188	210	154	237
10:00 A.M.	230	290	335	285	365
11:00 A.M.	336	378	442	392	475
12:00 NOON	450	520	534	486	554
1:00 P.M.	521	580	645	554	640
2:00 P.M.	625	681	726	650	727
3:00 P.M.	700	776	806	712	784
4:00 P.M.	753	863	892	832	917
5:00 P.M.	964	958	1000	937	1000
6:00 P.M.	-	1203	1105	1056	1107
7:00 P.M.	1094	1267	1251	1191	1274
8:00 P.M.	1177	1313	1331	1295	1386

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	127	130	136	148	143
9:00 A.M.	195	238	208	265	214
10:00 A.M.	335	353	331	374	309
11:00 A.M.	467	490	456	485	433
12:00 NOON	562	600	575	595	559
1:00 P.M.	628	683	649	657	664
2:00 P.M.	709	767	756	716	732
3:00 P.M.	762	855	833	800	817
4:00 P.M.	834	955	945	891	882
5:00 P.M.	932	1046	1025	1006	969
6:00 P.M.	1061	1160	1155	1125	1074
7:00 P.M.	1217	1333	1302	1264	1219
8:00 P.M.	1303	1461	1404	1376	1329

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:05 P.M., November 4, 2014.

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total # of Votes Cast	1177	1316	1336	1301	1390	1307	1468	1405	1380	1331	13,411

SENATOR IN CONGRESS (Vote for One)

Edward J. Markey	729	771	796	789	820	846	917	839	923	849	8,279
Brian J. Herr	381	490	490	456	499	400	485	500	401	429	4,531
Scattered Write-Ins	1	2	1	3	0	2	6	1	2	1	19
Blanks	66	53	49	53	71	59	60	65	54	52	581

GOVERNOR AND LIEUTENANT GOVERNOR (Vote for One)

Baker and Polito	546	673	722	659	714	595	719	718	657	625	6,628
Coakley and Kerrigan	554	603	571	601	623	658	677	625	677	658	6,247
Falchuk and Jennings	48	20	23	25	32	30	38	35	32	30	313
Lively and Saunders	2	2	6	3	1	9	5	6	2	3	39
McCormick and Post	9	5	6	2	7	4	4	5	3	5	50
Scattered Write-Ins	1	0	0	0	0	1	3	3	1	1	10
Blanks	17	13	8	11	13	10	22	13	8	9	124

ATTORNEY GENERAL (Vote for One)

Maura Healey	728	783	812	793	842	859	921	863	918	858	8,377
John B. Miller	377	477	453	459	491	377	475	468	386	414	4,377
Scattered Write-Ins	2	0	0	0	0	2	2	2	1	2	11
Blanks	70	56	71	49	57	69	70	72	75	57	644

SECRETARY OF STATE (Vote for One)

William Francis Galvin	820	843	880	879	901	926	1019	930	974	916	9,088
David D'Arcangelo	263	365	345	314	374	270	326	356	281	301	3,195
Daniel L. Factor	23	35	29	30	26	42	33	30	36	41	325
Scattered Write-Ins	0	0	0	1	0	0	2	2	2	1	8
Blanks	71	73	82	77	89	69	88	87	87	72	795

TREASURER (Vote for One) (Vote for One)

Deborah B. Goldberg	654	666	666	673	671	759	724	695	770	728	7,006
Michael James Heffernan	426	538	563	526	596	450	598	598	488	490	5,273
Ian T. Jackson	23	24	22	29	26	26	37	20	26	26	259
Scattered Write-Ins	0	0	0	1	0	1	1	1	0	1	5
Blanks	74	88	85	72	97	71	108	91	96	86	868

AUDITOR (Vote for One)

Suzanne M. Bump	637	678	660	661	690	752	756	705	769	720	7,028
Patricia S. Saint Aubin	381	476	495	475	511	384	502	498	419	422	4,563
MK Merelice	30	32	32	35	29	39	46	35	33	38	349
Scattered Write-Ins	0	0	1	2	0	1	2	3	1	1	11
Blanks	129	130	148	128	160	131	162	164	158	150	1,460

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
al # of Votes Cast	1177	1316	1336	1301	1390	1307	1468	1405	1380	1331	13,411

REPRESENTATIVE IN CONGRESS (Fourth District) (Vote for One)

eph P. Kennedy, III	877	930	972	966	963	972	1093	990	1034	973	9,770
attered Write-Ins	22	22	19	33	23	21	26	31	14	25	236
ns	278	364	345	302	404	314	349	384	332	333	3,405

COUNCILLOR (Second District) (Vote for One)

ert L. Jubinville	763	803	813	820	816	819	894	849	879	826	8,282
attered Write-Ins	14	10	11	18	18	11	12	12	9	13	128
ns	400	503	512	463	556	477	562	544	492	492	5,001

SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District) (Precincts A,B,C,I,J) (Vote for One)

ard J. Ross	511	592	612	---	---	---	---	---	547	560	2,822
an Hayre	532	592	567	---	---	---	---	---	692	626	3,009
te-In: Michael F. Rush	0	0	1	---	---	---	---	---	0	1	2
attered Write-Ins	3	2	0	---	---	---	---	---	0	2	7
ns	131	130	156	---	---	---	---	---	141	142	700

SENATOR IN GENERAL COURT (Norfolk & Suffolk District) (Precincts D,E,F,G,H) (Vote for One)

hael F. Rush	---	---	---	827	843	840	948	876	---	---	4,334
re-In: Richard J. Ross	---	---	---	0	0	0	0	1	---	---	1
re-In: Dylan Hayre	---	---	---	2	1	2	0	1	---	---	6
attered Write-Ins	---	---	---	16	15	12	11	14	---	---	68
ns	---	---	---	456	531	453	508	514	---	---	2,462

REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District) (Vote for One)

ise C. Garlick	867	911	955	959	962	951	1072	1015	1077	987	9,707
attered Write-Ins	14	15	9	16	16	13	14	14	9	17	137
ns	296	390	372	326	412	343	382	376	344	326	3,567

DISTRICT ATTORNEY (Norfolk District) (Vote for One)

ael W. Morrissey	794	860	868	852	849	856	938	888	924	873	8,702
ered Write-Ins	9	8	12	13	16	8	11	11	8	16	112
ns	374	448	456	436	525	443	519	506	448	442	4,597

REGISTER OF PROBATE (Norfolk County) (Vote for One)

ck W. McDermott	782	818	837	823	834	921	914	855	882	845	8,411
ered Write-Ins	9	10	10	11	10	7	8	8	7	14	94
ns	386	488	489	467	546	479	546	542	491	472	4,906

COUNTY TREASURER (Norfolk County) (Vote for One)

h A. Connolly	788	828	839	836	837	832	921	864	882	851	8,483
ered Write-Ins	8	12	13	14	10	11	15	11	8	14	116
ns	381	476	484	451	543	464	527	530	490	466	4,812

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total # of Votes Cast	1177	1316	1336	1301	1390	1307	1468	1405	1380	1331	13,411

COUNTY COMMISSIONER (Norfolk County) (Vote for One)

Peter H. Collins	655	679	673	692	715	757	808	734	775	758	7,246
Michael J. Soter	334	435	421	423	437	343	424	421	357	359	3,954
Scattered Write-Ins	0	1	1	0	2	0	1	2	3	2	12
Blanks	188	201	241	186	236	207	235	248	245	212	2,199

BALLOT QUESTION #1 (Eliminating Gas Tax Indexing)

Yes	554	584	627	595	636	584	656	682	600	583	6,101
No	558	662	658	645	705	663	753	655	735	690	6,724
Blanks	65	70	51	61	49	60	59	68	45	58	586

BALLOT QUESTION #2 (Expanding the Beverage Container Deposit Law)

Yes	360	493	449	473	520	530	598	490	570	474	4,957
No	791	788	871	803	860	753	841	886	796	826	8,215
Blanks	26	35	16	25	10	24	29	29	14	31	239

BALLOT QUESTION #3 (Expanding Prohibitions on Gaming)

Yes	489	633	615	627	741	619	770	716	702	654	6,566
No	655	646	697	641	632	647	664	646	658	640	6,526
Blanks	33	37	24	33	17	41	34	43	20	37	319

BALLOT QUESTION #4 (Earned Sick Time for Employees)

Yes	702	730	726	740	767	793	872	804	843	780	7,757
No	447	540	578	528	601	461	555	546	503	508	5,267
Blanks	28	46	32	33	22	53	41	55	34	43	387

The ballots casts in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:05 P.M. November 4, 2014.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

RECORD OF THE ANNUAL TOWN ELECTION **Tuesday April 14, 2015**

rsuant to a Warrant issued by the Selectmen February 24, 2015, Inhabitants of the Town of Needham qualified to vote in tions met at the polling places designated for the several incts in said Needham on Tuesday, the fourteenth day of April he year 2015 at seven o'clock in the forenoon for the purpose nominating Town Officers and Town Meeting Members. The s remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the incts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty with the zero report printed. The boxes were then locked and keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance heir duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - The Center at the Heights
 Precinct B - The Center at the Heights
 Precinct C - Newman School - Gymnasium
 Precinct D - Newman School - Gymnasium
 Precinct E - Broadmeadow School - Performance Ctr.
 Precinct F - Needham High School - Gym B
 Precinct G - Needham High School - Gym B
 Precinct H - Broadmeadow School -- Performance Ctr.
 Precinct I- William Mitchell School - Gymnasium
 Precinct J- William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as ired by Section 48, Chapter 54 of the General Laws.

ARTICLE 1: ANNUAL TOWN ELECTION

hose by ballot the following Town Officers:

Moderator for One Year;
 Selectmen for Three Years;
 Assessor for Three Years;
 Members of School Committee for Three Years;
 Trustee of Memorial Park (trustee of soldiers' orials - veteran) for Three Years;
 Trustee of Memorial Park (trustee of soldiers' orials - non-veteran) for Three Years;
 Trustee of Memorial Park (trustee of soldiers' orials - non-veteran) for One Year;
 Trustees of Needham Public Library for Three Years;
 Member of Board of Health for Three Years;
 Member of Planning Board for Five Years;
 Member of Needham Housing Authority for Five s;
 Commissioner of Trust Funds for Three Years;
 Members of Park and Recreation Commission for e Years;

Eight Town Meeting Members from Precinct A for Three Years;
 Eight Town Meeting Members from Precinct B for Three Years;
 Eight Town Meeting Members from Precinct C for Three Years;
 Eight Town Meeting Members from Precinct D for Three Years;
 Eight Town Meeting Members from Precinct E for Three Years;
 One Town Meeting Member from Precinct E for One Year
 Eight Town Meeting Members from Precinct F for Three Years;
 Eight Town Meeting Members from Precinct G for Three Years;
 Eight Town Meeting Members from Precinct H for Three Years;
 Eight Town Meeting Members from Precinct I for Three Years
 One Town Meeting Member from Precinct I for One Year;
 Eight Town Meeting Members from Precinct J for Three Years.

The ballot box returns in the Precincts were as follows:

<u>PRECINCTS</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
6:45 A.M.	0	0	0	0	0
7:00 A.M.	0	0	0	0	0
8:00 A.M.	6	15	2	7	19
9:00 A.M.	13	18	3	14	24
10:00 A.M.	21	26	8	32	28
11:00 A.M.	30	56	20	46	42
12:00 NOON	43	67	28	53	50
1:00 P.M.	52	79	35	64	62
2:00 P.M.	61	110	40	76	69
3:00 P.M.	75	123	49	80	74
4:00 P.M.	86	134	56	86	89
5:00 P.M.	91	150	65	95	96
6:00 P.M.	98	168	76	109	111
7:00 P.M.	116	186	87	117	127
8:00 P.M.	130	196	89	130	142

<u>PRECINCTS</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>
6:45 A.M.	0	0	0	0	0
7:00 A.M.	0	0	0	0	0
8:00 A.M.	16	6	14	28	17
9:00 A.M.	20	25	21	32	26
10:00 A.M.	33	29	35	40	34
11:00 A.M.	41	43	65	49	43
12:00 NOON	51	51	72	76	52
1:00 P.M.	60	56	81	90	61
2:00 P.M.	69	60	92	102	65
3:00 P.M.	77	62	104	112	75
4:00 P.M.	90	76	117	134	86
5:00 P.M.	101	87	124	149	99
6:00 P.M.	108	108	143	179	114
7:00 P.M.	131	138	154	216	136
8:00 P.M.	142	157	173	235	154

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:15 P.M., April 14, 2015.

The total number of votes cast was as follows:

	Total
Precinct A	133
Precinct B	196
Precinct C	89
Precinct D	130
Precinct E	142
Precinct F	142
Precinct G	157
Precinct H	173
Precinct I	235
Precinct J	155

TOTAL 1,552

(The absentee ballots are included in the Total Vote as well as three hand count ballots and two provisional ballots)

**TOTAL VOTE CAST –
(7.41% of Registered Voters)**

The result of the balloting was as follows:

TOWN OFFICES

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total # of Votes Cast	133	196	89	130	142	142	157	173	235	154	1,551

MODERATOR (for one year) (Vote for One)

Michael K. Fee	104	133	77	101	109	104	128	138	175	120	1,189
Scattered Write-Ins	0	0	0	4	2	2	3	2	4	3	20
Blanks	24	63	12	25	31	35	26	33	56	32	343

SELECTMAN (for three years) (Vote for Not More Than Two)

John A. Bulian	107	134	76	89	101	92	119	133	164	108	1,123
Maurice Handel	107	123	75	97	105	108	122	131	184	122	1,174
Scattered Write-Ins	2	0	0	2	3	2	5	3	7	5	29
Blanks	50	135	27	72	75	82	68	79	115	75	778

ASSESSOR (for three years) (Vote for One)

No Nomination

Write-Ins:

John A. Kalin	4	1	2	8	4	1	7	2	3	2	34
Ted Owens	6	2	6	3	4	4	1	7	8	2	43
Scattered Write-Ins	6	15	2	6	11	6	14	25	6	14	10
Blanks	117	178	79	113	113	131	135	139	218	138	1,371

SCHOOL COMMITTEE (for three years) (Vote for Not More Than Two)

Heidi C. Black	82	111	73	90	100	97	107	119	158	110	1,407
Susan B. Neckes	81	118	71	84	99	99	106	123	160	111	1,052
Scattered Write-Ins	4	0	0	1	1	0	3	0	5	2	16
Blanks	99	163	34	85	84	88	98	104	147	87	989

TOWN OFFICES

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
al # of Votes Cast	133	196	89	130	142	142	157	173	235	155	1,552
TRUSTEE OF MEMORIAL PARK (Trustee of Soldiers' Memorials – veteran) (for three years) (Vote for One)											
William J. Topham	54	64	38	53	62	71	67	65	86	63	623
Ernest J. Vergados	30	62	28	48	32	40	52	58	58	49	457
Unrecorded Write-Ins	0	0	0	0	0	0	1	0	2	4	7
Unrecorded	49	70	23	29	48	31	37	50	89	39	464
TRUSTEE OF MEMORIAL PARK (Trustee of Soldiers' Memorials – non-veteran) (for three years) (Vote for One)											
Mark R. Forbes	86	116	68	93	85	91	105	112	155	104	1,015
Unrecorded Write-Ins	0	0	1	1	0	0	1	0	2	1	6
Unrecorded	47	80	20	36	57	51	51	61	78	50	531
TRUSTEE OF MEMORIAL PARK (Trustee of Soldiers' Memorials – non-veteran) (for one year) (Vote for One)											
James Gerard Healy	93	123	75	93	96	98	117	131	157	112	1,094
Unrecorded Write-Ins	0	1	0	0	1	0	2	2	2	1	9
Unrecorded	40	72	14	37	45	44	38	40	76	42	
TRUSTEE OF NEEDHAM PUBLIC LIBRARY (for three years) (Vote for Not More Than Two)											
Gregory John Shesko	93	133	72	100	100	100	111	119	170	110	1,107
Unrecorded Write-Ins:											
Margaret L. Pantridge	6	11	12	23	18	11	21	10	18	0	130
Unrecorded Write-Ins	1	0	1	0	6	14	7	9	5	16	59
Unrecorded	166	248	93	137	160	159	175	208	277	184	1,806
BOARD OF HEALTH (for three years) (Vote for One)											
Robert F. Fogg	95	120	68	99	96	104	110	121	158	115	1,085
Unrecorded Write-Ins	0	0	1	0	0	0	2	0	1	0	4
Unrecorded	38	76	20	31	46	38	45	52	76	40	462
PLANNING BOARD (for five years) (Vote for One)											
William S. Alpert	92	123	71	95	90	93	109	122	155	106	1,056
Unrecorded Write-Ins	0	0	0	1	1	0	1	0	1	0	4
Unrecorded	41	73	18	34	51	49	47	51	79	49	492
NEEDHAM HOUSING AUTHORITY (for five year) (Vote for One)											
Robert J. Pingitore	42	62	41	63	61	64	65	81	114	81	674
Deborah Dean	55	67	37	57	45	51	70	64	75	44	565
Unrecorded Write-Ins	0	0	0	1	0	0	0	1	0	1	3
Unrecorded	36	67	11	9	36	27	21	28	45	30	310
COMMISSIONER OF TRUST FUNDS (for three years) (Vote for One)											
Donald David Traub	90	109	70	90	89	84	103	117	145	104	1,001
Unrecorded Write-Ins	0	0	0	1	0	0	1	1	1	0	4
Unrecorded	43	87	19	39	53	58	53	55	89	51	547
PARK & RECREATION COMMISSION (for three years) (Vote for Not More Than Two)											
Michael C. DiCicco	103	104	67	82	90	88	97	119	155	107	1,012
Christopher J. Gerstel	87	104	65	83	87	85	98	95	133	100	937
Unrecorded Write-Ins	0	1	0	0	0	1	3	0	4	2	11
Unrecorded	76	183	46	95	107	110	116	132	178	101	1,144

- * Not Elected
 ** Tie Vote

TOWN MEETING MEMBERS

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total # of Votes Cast	133	196	89	130	142	142	157	173	235	155	1,552

TOWN MEETING MEMBERS FROM PRECINCT A (Vote for Not More Than Eight)**PRECINCT A (For Three Years)**

Erik J. Bailey	82	Rachel B. Miller	98
Richard S. Creem	90	Elizabeth M. Sargent	86
John F. Diodato	96	Van J. Spiros	97
Donald B. Gratz	83	Emily Rose Cooper	80

TOWN MEETING MEMBERS FROM PRECINCT B (Vote for Not More Than Eight)**PRECINCT B (For Three Years)**

Marianna Borrelli	83	Stacie M. Shapiro	106
* Thomas M. Jacob	66	Sarah Ann Toran	73
* Michelle Bess Limaj	53	Elizabeth M. Bloom	79
Scott McConchie	75	John H. Cogswell	94
Kim Marie Nicols	88	Margot Copeland Pyle	87

TOWN MEETING MEMBERS FROM PRECINCT C (Vote for Not More Than Eight)**PRECINCT C (For Three Years)**

Paul S. Alpert	67	Paul B. Tillotson	64
Joseph P. Barnes	66	Sandra Balzer Tobin	70
Scott M. Brightman	67	Write-In:	
Gilbert W. Cox, Jr.	68	Ted Owens	8
Susan B. Neckes	69		

TOWN MEETING MEMBERS FROM PRECINCT D (Vote for Not More Than Eight)**PRECINCT D (For Three Years)**

Heidi C. Black	75	Bruce T. Eisenhut	70
Holly Anne Clarke	68	Kathleen M. Lewis	63
** Roy A. Cramer	52	Gregory John Shesko	77
Kathryn L. D'Addesio	66	** M. Kathleen Tedoldi	52
Ann Der Marderosian	65		

TOWN MEETING MEMBERS FROM PRECINCT E (Vote for Not More Than Eight)**PRECINCT E (For Three Years)**

Constance S. Barr	93	Ford H. Peckham	71
Cynthia J. Chaston	78	Philip V. Robey	84
Ann M. Cosgrove	90	Michael J. Retzky	67
Carol A. Fachetti	77	* Robert W. Baker	57
		Phillip R. Murray	73

* Not Elected

** Tie Vote

TOWN MEETING MEMBERS

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total # of Votes Cast	133	196	89	130	142	142	157	173	235	155	1,552

TOWN MEETING MEMBERS FROM PRECINCT E (Vote for One)**PRECINCT E (For One Year)**

David K. Blakelock	63	* Victor Paul Seidel	45
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TOWN MEETING MEMBERS FROM PRECINCT F (Vote for Not More Than Eight)**PRECINCT F (For Three Years)**

John S. Borrelli	96	Jennifer S. Sexton	77
P. Connelly	84	Deborah W. Winnick	97
E. Davis	90	William A. Zoppo	67
David W. Davis	80	Fabienne A. Madsen	54
		* Richard P. Paolini	48

TOWN MEETING MEMBERS FROM PRECINCT G (Vote for Not More Than Eight)**PRECINCT G (For Three Years)**

John W. Abbott	112	Maureen T. McCaffrey	106
M. Dirks	101	Susan B. McGarvey	100
Gallagher	101	Susan Welby	115
Thomas M. Harkins	114	Matthew A. Kane	93

TOWN MEETING MEMBERS FROM PRECINCT H (Vote for Not More Than Eight)**PRECINCT H (For Three Years)**

Elizabeth R. Brinkhaus	110	Robert Y. Larsen	103
Patricia Cruickshank	111	Marjorie M. Margolis	114
Thomas Edward Gillogley	91	Paul T. Milligan	104
Beth P. Handler	107	Richard M. Reilly	94
		* Eileen K. Orschein	80

TOWN MEETING MEMBERS FROM PRECINCT I (Vote for Not More Than Eight)**PRECINCT I (For Three Years)**

D. Atallah	127	Lois F. Sockol	122
F. Denver	125	Ron Sockol	110
John J. Escalante	103	John L. Gallo	137
David L. Glaskin	80	Laurie B. Hutcheson	158
Robey, III	128		

TOWN MEETING MEMBERS

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total # of Votes Cast	133	196	89	130	142	142	157	173	235	155	1,552

TOWN MEETING MEMBERS FROM PRECINCT I (Vote for One)**PRECINCT I (For One Year)**

Sherman H. Grossman 133

TOWN MEETING MEMBERS FROM PRECINCT J (Vote for Not More Than Eight)**PRECINCT J (For Three Years)**

Georgina A. Arrieta-Ruetenik	91	Sara Orozco	76
William R. Dermody	102	* Jaclyn Ann Coffey	64
David C. DiCicco	79	* Elizabeth Nicole Kaponya	71
Stephen K Epstein	74	Christine S. McCourt	79
Michael J. Greis	84		
Donna M. Mullin	88		

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrance to the polling place and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:15 P.M., April 14, 2015.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST

* * * * *

ELECTION

(To break A Tie Vote in Precinct D
Of Six Write-In Candidates for a Three-Year Term)
Tuesday, April 28, 2015
7:30 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct D was held on Tuesday, April 28, 2015 at 7:30 P.M. for the purpose of electing one of two candidates receiving tie votes to fill the vacancy in the elected membership of Town Meeting Members in Precinct D for a three-year term. The ballots were cast with the following results:

Roy A. Cramer	7 Votes	M. Kathleen Tedoldi	2 Votes
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RECORD OF ANNUAL TOWN MEETING Monday, May 4, 2015

Pursuant to a Warrant issued by the Selectmen February 15 the Inhabitants of the Town of Needham qualified to vote. Town Affairs met in the James Hugh Powers Hall, Town Hall, Monday, May 4, 2015, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to faithful performance of their duties by the Town Clerk.

Check lists were used and 210 voters, including 206 Meeting Members, were checked on the list as being present. 46 Town Meeting Members were absent.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. The Moderator led Town Meeting Members in the Pledge of Allegiance.

At the designation of Jennifer Hitt, Pastor, Grace Lutheran Church of Needham and President of the Needham Lutheran Association, Rev. Jennifer Hitt gave the invocation.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The call to the meeting and the officer's return were acknowledged by the Town Clerk, the reading of the articles in the Warrant was waived upon motion.

The Moderator declared a quorum to be present and certified the Town Clerk to so record.

The Moderator stated that Town Meeting Members may sit in the first twelve (12) rows as indicated by the Marshalls signified by the pylons. He further noted that there are two microphones which must be used for comments from the floor. That these microphones are being provided to you by Casey and Kayla Kelly Scheib.

The Moderator announced the following ground rules which were adopted unanimously:

Please rise to be recognized and address remarks to the Moderator. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may make accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise your hand to inform the Chair so that appropriate accommodations may be made.

Anyone entering or exiting the hall while we are in session must use care not to disrupt the session and in particular, not to slam the doors.

No eating, drinking or smoking is permitted in the hall.

No firearms or weapons may be brought into the hall.

No hats in the hall may be worn except by uniformed personnel or for medical reasons.

Members and attendees must observe our rules of decorum and civility. A speaker will be ruled out of order who speaks to individuals or personalities or in the judgment of the

Moderator, exceeds the bounds of civility. Please remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

7. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.

8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

14. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

15. Unanimous consent was given to adopt the following limits of debate:

Committee Chairpersons, Proponents, Attorneys representing proponents – 15 Minutes.

Town Meeting Members, non-Town Meeting Members, visitors other than attorneys – 5 Minutes in total per article.

Rules concerning budget and Cash Capital Articles

In keeping with our tradition, the Moderator sought unanimous consent for a rule of procedure and debate for discussion under Article 16, the Fiscal Year 2016 Operating Budget, as well as under Articles 17, 18, and 19, the enterprise fund budgets and Article 41, the consolidated Cash Capital Article. That rule would provide that a motion to amend under these articles which adds funds to a particular line item will not be in order unless the moving party identifies another line item or items that will be reduced in order to fund the proposed increase.

The adoption of the Rules concerning budget and Cash Capital Articles was presented and passed by majority vote as declared by the Moderator.

Hearing no objection, the Moderator finds by majority vote that the remaining rules of practice concerning debate and

rules of procedure as described by the Moderator are voted and adopted and the Town Clerk will so record.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator noted that there are no changes in affirmative motions.

The Moderator announced that the proponents no longer have an interest in Articles 4, 5, 6, and 38 and requested unanimous consent to withdraw these articles. Town Meeting Members indicated that there were no objections to the withdrawal of these articles and it was voted unanimously to withdraw Articles 4, 5, 6, and 38.

The Moderator announced that Articles 14, 16, 22, 30, and 39 are subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

The Moderator stated that as is our custom, the Moderator will now present the remaining Articles in the Warrant to the Meeting. One of the Articles in the Warrant – Article 29 – pertains to the office of Moderator. For this reason, Mr. Fee indicated that he will recuse himself temporarily at this time and asked Town Meeting to install a temporary substitute Moderator for the purpose of presenting the Consent Calendar and presiding over any discussion or vote on Article 29.

To serve in this role, the Moderator respectfully tendered to the meeting Paul T. Milligan, Esq. Mr. Milligan is an experience Town Meeting Member from Precinct H and a distinguished attorney. Mr. Milligan has been accepted in the past by Town Meeting as a temporary Moderator when the Moderator had recused himself from presiding over an Article. Unanimous consent was given for the appointment of Paul T. Milligan, Esq. as a temporary Moderator to preside over the presentation of the Consent Calendar and any discussion or vote on Article 29.

As in the tradition of the Annual Town Meeting, the temporary Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The temporary Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 3. No Town Meeting Members responded with "question" or "debate" to Articles 3, 7, 9, 17, 19, 20, 21, 34, 36, 40, 44, 45, 46, and 48. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. Moderator Michael K. Fee thanked Paul T. Milligan, Esq. and resumed his position. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2015, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	\$73,310
Town Clerk with 6 years of service in that position	\$90,623 (1)
Selectmen, Chairman	\$1,800
Selectman, Others	\$1,500

- (1) In addition, such compensation shall also include payment of longevity in the amount of \$6,344, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed \$50,312. The annual salary of \$90,623 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$9,324. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$13,054; or take any other action relative thereto.

Article Information: In accordance with M.G.L. Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits close to that of other full-time employees. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977.

MOVED: That the Town vote to fix the compensation of the following elected officers of the Town as of July 1, 2015, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	\$73,310
Town Clerk with 6 years of service in that position	\$90,623 (1)
Selectmen, Chairman	\$1,800
Selectman, Others	\$1,500

ARTICLE 19: APPROPRIATE THE FY2016 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2016, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Line #	Description	FY2014		FY2015		FY2016		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
1A	Salary & Wages	\$1,014,577	16.0	\$1,077,972	16.0	\$1,105,680	16.0	
1B	Expenses	\$990,584		\$1,079,548		\$1,034,526		
1C	Capital Outlay	\$31,500		\$40,200		\$30,500		
1D	MWRA Assessment	\$1,271,018		\$1,193,697		\$1,012,962		
1E	Debt Service	\$1,535,767		\$1,550,000		\$1,550,000		
2	Reserve Fund	Transfers Only		\$75,000		\$75,000		
	TOTAL	\$4,843,446	16.0	\$5,016,417	16.0	\$4,808,668	16.0	
FY2016 Budget Percentage Change from FY2015 Budget								-4.1%

See any other action relative thereto.

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure system supplied by two sources. The Town's primary source of water is the Charles River Well Field which is able to produce up to 4.6 million gallons of water per day (the Town is registered for approximately 4.0 million gallons of water per day). The current water withdrawal from the Department of Environmental Protection (DEP) allows approximately 2.9 million gallons of water per day to be pumped. The Charles River Well Field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the Lowest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station located at the corner of St. Mary Street and Central Avenue. This supply is used when the Town's demand for water is greater than the local supply, and as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 135 miles of water mains, 1,166 public water mains, 3,400 water gate valves, and 9,800 water service connections. This system supports approximately 14,100 installed meters.

The overall operating budget for FY2016 is \$207,749 (4.1%) lower than the FY2015 budget. This decrease is mainly due to a reduction in the MWRA assessment for the Town's water use. The MWRA bills the Town for actual water consumption in the calendar year preceding the new year; the FY2016 water assessment is based on CY2014 water use. The Town's use of MWRA water was down approximately 21% from the prior year. The preliminary water assessment for FY2016 is \$1,012,962 which is \$180,735 (15.1%) less than the assessment for FY2015. The final assessment from the MWRA is not expected until the end of the State budget process.

Water Production	2012	2013	2014
Water Production*	1,243.7	1,267.8	1,235.9
Water Production from MWRA	393.0	354.8	279.0
Water Production from Town Wells	850.7	913.0	956.9
Percentage from MWRA	31.6%	28.0%	22.6%
Millions of gallons			
Water meters replaced	1,072	945	1,224
Percentage of the total number of water meters in place for that year	7.6%	6.7%	8.4%

The salary and wage expense line shows an increase of \$27,708 (2.6%) over the FY2015 budget. The Enterprise Fund has 16 full time employees of which 13 are unionized. Twelve employees are members of the NIPEA union and one employee is a member of the ITWA union. The Town has collective bargaining agreements with both unions for FY2016. There is no increase in the number of funded positions.

The Water Enterprise Fund expense line is \$45,022 lower than the current budget, or approximately 4.2% less. The lower expense line results from decreases in energy (\$8,525), repairs and maintenance (\$13,000), fuel for vehicles and equipment (\$10,372), and other expenses (\$2,125). The lower energy costs are in electricity and heating oil. The repairs and maintenance line is lower because the FY2015 budget included one-time funding for the replacement of windows at the Charles River Water Treatment Facility with windows that reduce heat loss. The cost for vehicles is lower based on the average over three years. The reductions in other expenses are related to the repair of a backwash valve, and some costs that were one-time expenses for FY2015. Some of the decrease was offset by increased costs for professional and technical services (\$11,500) and other various expenses (\$2,800). The increase for professional and technical services includes \$10,000 to

hire a company to test and calibrate the commercial and industrial water meters connected to the Town's drinking water system. The program will be designed to evaluate, test, and calibrate all meters that have a 4" diameter or greater water line to ensure they are properly recording water use.

The operating capital amount of \$30,500 is \$9,700 (24.1%) less than budgeted for FY2015. It is anticipated that fewer feet of small diameter pipe will be repaired during FY2016 so only \$10,500 is allocated for this purpose. The budget will also provide \$20,000 for the purchase of water leak detection equipment that will be used by Town staff to locate leaks in the water distribution system. The equipment will help to identify unaccounted water that must be reported in the Town's Annual Statistical Report to the Massachusetts Department of Environmental Protection (DEP). The equipment will allow Town staff to investigate issues that they observe such as unexplained water demand or sudden drops in the level of the water tanks. The equipment can assist in locating water leaks prior to excavation. Debt service is level-funded at \$1,550,000, which is based on approved projects, and is in keeping with the overall water capital infrastructure-funding plan for long term investments. The water reserve fund is level dollar for FY2016

The Water Enterprise Fund reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2016, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Line #	Description	FY2014		FY2015		FY2016		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
301A	Salary & Wages	\$1,014,577	16.0	\$1,077,972	16.0	\$1,105,680	16.0	
301B	Expenses	\$990,584		\$1,079,548		\$1,034,526		
301C	Capital Outlay	\$31,500		\$40,200		\$30,500		
301D	MWRA Assessment	\$1,271,018		\$1,193,697		\$1,012,962		
301E	Debt Service	\$1,535,767		\$1,550,000		\$1,550,000		
302	Reserve Fund	Transfers Only		\$75,000		\$75,000		
	TOTAL	\$4,843,446	16.0	\$5,016,417	16.0	\$4,808,668	16.0	
FY2016 Budget Percentage Change from FY2015 Budget								-4.1%

ACTION : So voted by unanimous consent

ARTICLE 20: CONTINUE DEPARTMENTAL REVOLVING FUNDS

To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2015:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2016 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	\$4,100
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation Program for COA	\$60,000
Water Conservation	DPW Director	Sale of Water Conservation Devices	Encourage Residential Water Conservation	\$10,000
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home Composting Bins	\$3,000
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to Youth Service and Community Programs	\$25,000
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling Meals	\$75,000

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2016 Budget
Immunization Fund	Health Director	Program Receipts	Costs associated with Immunization and Educational Programs	\$25,000
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and Other District-wide Transportation	\$819,000
Facility Activity Use	Director of Facility Operations	Fee-Based Facility Use	Community Facility Use	\$250,000

take any other action relative thereto.

Re Information and Summary of M.G.L., Chapter 44, Section 53E ½: A revolving fund established under the provisions of M.G.L., Chapter 44, Section 53E ½ must be authorized annually by vote of Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax has been certified pursuant to M.G.L., Chapter 59, Section 23.

VOTED: That the Town vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L., Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2015:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2016 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	\$4,100
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation Program for COA	\$60,000
Water Conservation	DPW Director	Sale of Water Conservation Devices	Encourage Residential Water Conservation	\$10,000
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home Composting Bins	\$3,000
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to Youth Service and Community Programs	\$25,000
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling Meals	\$75,000
Immunization Fund	Health Director	Program Receipts	Costs associated with Immunization and Educational Programs	\$25,000
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and Other District-wide Transportation	\$819,000
Facility Activity Use	Director of Facility Operations	Fee-Based Facility Use	Community Facility Use	\$250,000

VOTED: So voted by unanimous consent.

ARTICLE 21: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation; or take any other action relative thereto.

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required in order for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. At the time of the printing of the warrant, the FY2016 award amounts had not been released.

MOVED: That the Town vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation.

ACTION : So voted by unanimous consent

ARTICLE 34: APPROPRIATE FOR RIDGE HILL/STUDENT CONSERVATION ASSOCIATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$10,000 for Ridge Hill Loop Trail Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Open Space Reserve; or take any other action relative thereto.

Article Information: The Conservation Commission is proposing to engage the Massachusetts Student Conservation Association to work up to 10 days on projects at Ridge Hill Reservation, including trail improvements and building a small bridge. The funds will cover the fee for the group, plus materials needed for the projects. The Town will provide a location for the team to camp while working on the projects.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$10,000 for Ridge Hill Loop Trail Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Open Space Reserve.

ACTION : So voted by unanimous consent.

ARTICLE 36: APPROPRIATE FOR RAIL TRAIL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$100,000 for Bay Colony Rail Trail construction, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

Article Information: The rail trail will be constructed from the Town Forest to the Charles River. The rails and wooden ties will be removed, providing a passable path. Bid documents are being developed for the construction of the trail, including a stone dust surface, safety fencing and road crossings. The Bay Colony Rail Trail Association has donated \$115,000 to the Town towards this project, and the state is contributing \$70,000. Additional fundraising is underway.

MOVED : That the Town vote to raise and/or transfer and appropriate the sum of \$100,000 for Bay Colony Rail Trail construction, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash.

ACTION : So voted by unanimous consent.

ARTICLE 40: RESCIND BOND AUTHORIZATIONS

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

<u>Project</u>	<u>Town Meeting</u>	<u>Article</u>	<u>Authorized</u>	<u>Rescind</u>
Rosemary Pool Complex	2000 ATM	63	\$100,000	\$7,500
Public Services Administration Bldg.	2008 STM (OCT)	5	\$5,725,000	\$49,000
RTS Construction Equipment	2011 ATM	42	\$86,000	\$12,000
Town Hall (CPA Portion)	2009 ATM	35	\$7,200,000	\$1,210,000
Pollard School Boiler Replacement	2013 ATM	40	\$800,000	\$140,000

or take any other action relative thereto.

Article Information: When a project is financed by borrowing, the project has been completed, and the bills have been paid, the balance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to rescind prevents the Town from borrowing the amount rescinded, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids.

MOVED: That the Town vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
Rosemary Pool Complex	2000 ATM	63	\$100,000	\$7,500
Public Services Administration Bldg.	2008 STM (OCT)	5	\$5,725,000	\$49,000
ITS Construction Equipment	2011 ATM	42	\$86,000	\$12,000
Town Hall (CPA Portion)	2009 ATM	35	\$7,200,000	\$1,210,000
Hollard School Boiler Replacement	2013 ATM	40	\$800,000	\$140,000

ACTION: So voted by unanimous consent.

ARTICLE 44: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$120,500 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Sewer	Specialty Equipment	\$70,500	
Sewer	Sewer Service Connections	\$50,000	
		\$120,500	

Article Information:

SEWER SPECIALIZED EQUIPMENT This request is for a new piece of equipment that will be used to clean sewer lines and drains in difficult to access and/or remote locations that cannot be reached by standard methods using existing equipment. This easement machine will attach to the existing vacator truck or jet truck and is able to jet clear sewers and drains that cannot be reached by the existing equipment. This machine would be used to perform preventative maintenance in areas that are not presently being reached by machinery and must be hand-serviced, to respond more effectively to sewer back-ups.

SEWER SERVICE CONNECTIONS The primary purpose of this program is to install sewer service connections in advance of roadway paving or reconstruction. There are 108 homes that have access to sewer mains, but which have no lateral connections to the street. The residents have chosen not to connect to the sewer system at this time. The purpose of this request is to provide the lateral sewer line from the sewer main to the property line so that the homeowners may connect should they choose to or should their septic systems fail. The lateral sewer line is to be installed at least one year prior to a road reconstruction/paving project. If the services are not replaced prior to roadway improvements, an element of the subsurface infrastructure remains susceptible to failure before the useful life of the reconstructed roadway has been realized.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$120,500 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Sewer Enterprise Fund retained earnings.

Group	Description	Recommended	Amendment
Sewer	Specialty Equipment	\$70,500	
Sewer	Sewer Service Connections	\$50,000	
		\$120,500	

ACTION: So voted by unanimous consent.

ARTICLE 45: APPROPRIATE FOR SEWER PUMP STATION IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$550,000 for Sewer Pump Station Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that \$116,143 be transferred from Article 59 of the 1998 Annual Town Meeting, and \$433,857 be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto.

Article Information: As part of the Wastewater System Master Plan, several of the wastewater pumping stations were evaluated to assess their physical condition and capacity, and to evaluate current and future flow projections. Canister pump stations at Lake Drive, Cooks Bridge

(Milo Circle), Alden Road and Reservoir "A" are each either at or beyond their design life. Constant maintenance and emergency shutoffs occur more frequently, and the stations require an increasing level of resources to remain operational. FY2016 funding is targeted for engineering, design and construction of the Reservoir "A" Station.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$550,000 for Sewer Pump Station Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that \$116,143 be transferred from Article 59 of the 1998 Annual Town Meeting, and \$433,857 be transferred from Sewer Enterprise Fund retained earnings.

ACTION: So voted by unanimous consent.

ARTICLE 46: APPROPRIATE FOR WATER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$976,604 for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Water Enterprise Fund retained earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Water	Fleet Replacement Program	\$41,604	
Water	Mobile Record Keeping Devices GIS	\$35,000	
Water	Service Connections	\$200,000	
Water	Water Supply Development	\$700,000	
		\$976,604	

Article Information:

CORE FLEET REPLACEMENT Unless circumstances require otherwise, FY2016 Water Core Fleet replacement includes the following:

Unit	Division	Year	Existing Description	Request Description	Miles/Hours
21	Water	2010	F-150 Pick-up	F-250 Pick-up	31,729

MOBILE RECORD KEEPING DEVICES This funding will support an upgrade in the manner in which the Department of Public Works conducts data collection, data retrieval, and work order completion in the field. The Department is presently working with updated Geographic Information System (GIS) and database software that will interact with portable devices to provide Department field staff on-site access to valuable data. The software will enable personnel to upload and update record drawings within hours as opposed to the months that it currently takes to update these same records. The mobile record-keeping devices will enable personnel to retrieve information at the scene of a job site rather than traveling to the Public Works Department to search out the information, thereby reducing response time. This will allow employees to more quickly locate shut off valves during emergency situations that could negatively impact homeowners and business owners. Additionally, these devices will provide onsite access to work orders and records, such as catch basin records, that will allow real time updating and retrieval of data. These devices will be placed in a pool, and staff who requires them to conduct their daily functions will sign them out as needed. This request is to purchase mobile devices and to scan existing drawings into the network for remote access. Project funding will support 12 devices (\$20,000) and scanning and coding (\$15,000).

WATER SERVICE CONNECTIONS The primary purpose of this program is to remove old iron pipe water services that may contain lead from the water distribution system. Old water services are to be replaced at least one year prior to a road reconstruction/paving project. If the services are not replaced prior to roadway improvements, an element of the subsurface infrastructure remains susceptible to failure before the useful life of the reconstructed roadway has been realized. The FY2016 funding will provide approximately one year's value of water service replacements, which will fall in line with the road resurfacing program schedule. System wide, there are approximately 2,500 services that still need to be replaced.

WATER SUPPLY DEVELOPMENT In April 2013, the Town redeveloped Well #3, restoring the yield of the well to approximately one third of its original capacity. The original capacity of the well was 50 gallons per foot, and the redevelopment brought the well up to 18 gallons per foot. (Prior to redevelopment, the yield of the well was as low as five gallons per foot). Since this last redevelopment in April 2013, the well is already showing signs of losing further capacity, and is pumping seven gallons per foot as of September 2014. Water supply development funds for FY2015 had been intended for the design and engineering of a new fourth well. Based on the condition of Well #3, this funding has been redirected to the replacement of Well #3. The permitting process with the Massachusetts Department of Environmental Protection (DEP) for this replacement would be considerably shorter - approximately one year - rather than the longer process required for establishing a new well. Once the capacity in Well #3 has been reestablished, planning for the fourth well will begin. The fourth well at the Charles River Well Field would provide reliability and redundancy while other wells are taken offline for routine maintenance or repair.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$976,604 for Water Enterprise Fund Cash Capital, spent under the direction of the Town Manager, said sum to be transferred from Water Enterprise Fund retained earnings.

Group	Description	Recommended	Amendment
Water	Fleet Replacement Program	\$41,604	
Water	Mobile Record Keeping Devices GIS	\$35,000	
Water	Service Connections	\$200,000	
Water	Water Supply Development	\$700,000	
		\$976,604	

ACTION: So voted by unanimous consent.

ARTICLE 48: APPROPRIATE TO THE OPEB TRUST FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$160,000 to the OPEB Trust Fund, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

Background Information: The purpose of the OPEB (Other Post Employment Benefits) Trust is to set aside funds for the Town's retiree health and insurance obligations. The Town began funding this program in 2002, and converted to fully-funding the plan on an actuarial basis in 2008. From time to time, as funds become available for one-time use, the Town supplements the Annual Required Contribution (ARC) that is appropriated in the Townwide Expenses section of the operating budget. This has the effect of reducing the Town's unfunded liability more quickly.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$160,000 to the OPEB Trust Fund, and to meet this appropriation that said sum be transferred from Overlay Surplus.

ACTION: So voted by unanimous consent.

At this time the Moderator proceeded with the balance of the articles.

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

John P. Connelly, Chairman, presented the annual report of the Finance Committee regarding where we stand here in May, on the Town's Facilities and Capital planning. The purpose of this report is to provide a brief look at our Town's identified funding capital projects, along with the financial implications of those projects. We believe that providing Town Meeting members with this information is particularly appropriate at this time, given the Facilities Master Plan that was issued at the end of last year, and the Capital Improvement Plan that was issued in January of this year. Both the Facilities Master Plan and the Capital Improvement Plan are extensive documents that are available on the Town's website, and we encourage you to review them at your convenience.

This report does not advocate for or against any of the projects listed in the Facilities Master Plan. Rather, we want to provide a context within which we believe the projects should be considered and planned. Put simply, we will not be able to do every project in the Facilities Master Plan in the amounts and time periods listed for those projects without exceeding our established debt policies, and without jeopardizing our ability to meet our yearly operating budgets. Accordingly, we will need to exercise moderation wherever possible to make the plan work. We will need to make decisions based on what is absolutely necessary, and then if we have the room to spend on some of the

extras. We will need to be creative and to look for solutions that are outside of the box. We will need to carefully prioritize each project going forward. Overbuilding and overspending on the early projects will jeopardize the later projects because we will not have room within our debt policies to do the later projects.

Mr. Connelly reminded Town Meeting of the debt management policies long established by agreement of the Board of Selectmen and the Finance Committee: 1) that the Town's general fund debt service as a percentage of general fund revenue (e.g., property taxes less debt exclusions, state aid and local receipts) not exceed 3%; and 2) that the Town will strive to limit its total debt service, including debt exclusions and self-supporting debt, to 10% of gross revenues.

The 3% policy ensures that we will continue to have a stable, recurring general fund capital debt program that will complement - and not adversely impact - our operating budget priorities.

The purpose of the 10% policy is to allow the Town to continue to maintain our AAA bond rating - and enjoy the lower borrowing costs that result from this status - because of our prudent approach to the issuance of debt.

Because the assumptions and plans we make at any given point in time can and will change, it is incumbent on all of us - the Board of Selectmen, the Town Manager, the School Department, and the Finance Committee - to project alternative scenarios and devise contingencies, to continually revisit and challenge the plans and assumptions we make, and to make timely and appropriate changes to the plans as necessary.

We hope that this report has been helpful, and we look forward to having many future conversations with everyone involved as together we take on this challenge to best meet the future capital needs of our Town.

The Moderator declared Article 2 disposed of.

ARTICLE 3 was adopted by unanimous consent earlier this evening.

ARTICLE 4: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM BUILDING CUSTODIAN AND TRADESMAN INDEPENDENT ASSOCIATION (BCTIA)

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Building Custodian and Tradesman Independent Association (BCTIA), and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Building Custodian and Tradesman Independent Association (BCTIA), and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016.

ARTICLE 4 was previously withdrawn earlier this evening.

ARTICLE 5: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016.

ARTICLE 5 was previously withdrawn earlier this evening.

ARTICLE 6: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE SUPERIOR OFFICERS

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the

Needham Police Superior Officers Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2016.

ARTICLE 6 was previously withdrawn earlier this evening.

ARTICLE 7 was adopted by unanimous consent earlier this evening.

ARTICLE 8: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$27,500 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$27,500 be transferred from Overlay Surplus; or take any other action relative thereto.

Article Information: The 2009 Annual Town Meeting voted to establish a Property Tax Assistance Program. The goal of the Board of Selectmen is to set a target annual appropriation for the fund equal to the amount of private contributions to the Town's statutory voluntary tax relief program during the preceding fiscal year, up to a maximum appropriation of \$25,000 (2008 dollars). The Board of Selectmen voted to recommend a higher amount in fiscal year 2016 given the impact on lower income homeowners of the recent property revaluation and override. The voluntary fund received \$10,976 in fiscal year 2014.

MOVED: That if the Town will vote to raise and/or transfer and appropriate the sum of \$27,500 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$27,500 be transferred from Overlay Surplus.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. He indicated that the Board hopes to make an annual appropriation to the fund equal to the prior year's private contributions.

Mrs. Lisa W. Zappala, member, addressed this proposal on behalf of the Finance Committee. She noted that this year the request is greater due to increased need and declining contributions. The Finance Committee supports this proposal.

Mr. Steven M. Rosenstock advised that the original program was to match funds collected. This is actually a new program.

ACTION: The main motion was presented and carried by majority vote declared by the Moderator.

ARTICLE 9 was adopted earlier this evening by unanimous consent.

ARTICLE 10: APPROPRIATE FOR MEMORIAL PARK LANDSCAPE IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$20,000 for the purpose of funding Memorial Park landscape improvements, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$20,000 be transferred from Article 32 of the Annual Town Meeting; or take any other action relative thereto.

Article Information: This article would fund improvements to the Memorial Park Garden at the intersection of Highland Avenue and Rosemary Street. The funding would support the removal of the existing plant material that has become unsightly, and planting of low maintenance and low water use plant varieties.

MOVED: That the Town will vote to raise and/or transfer and appropriate the sum of \$20,000 for the purpose of funding Memorial Park landscape improvements, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$20,000 be transferred from Article 32 of the Annual Town Meeting.

Mr. Matthew D. Borrelli, Selectman, addressed this proposal on behalf of the Board of Selectmen. He noted that the landscape improvements are necessary and the use of low maintenance plant material will help keep the garden in good condition. The Board unanimously supports this proposal.

Mr. Richard A. Zimbone, member, addressed this proposal on behalf of the Finance Committee. He stated that the Finance Committee unanimously supports this article.

Mrs. Lois Sockol rose in support of this article. She stated that there is a 911 stone memorial in the garden and asked that it remain a part of the garden.

M. Patricia Cruickshank expressed concern with the long maintenance of the new landscaping. Mr. Matthew D. Borrelli stated that the Park and Forestry Department will come up with a maintenance plan and will use low maintenance shrubs.

In response to an inquiry from Robert J. Dermody, Mr. Borrelli stated that the Director of Parks & Forestry prepared a plan for the new garden.

ACTION: The main motion was presented and carried by unanimous voice vote on a voice vote declared by the Moderator.

ARTICLE 11: APPROPRIATE FOR AT-GRADE CROSSING FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$35,000 for the purpose of funding an at-grade crossing feasibility study, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$35,000 be transferred from Free Cash; or take any other action relative thereto.

Article Information: Renewed interest in evaluating options to the commuter train horn, and planned infrastructure investment at the Town's at-grade crossings in the coming years were the basis for the feasibility study. The analysis will include alternatives to train horns at the Town's at-grade crossings and will consider the impact of any changes on pedestrian and motorist safety.

MOVED: That the Town will vote to raise and/or transfer and appropriate the sum of \$35,000 for the purpose of funding an at-grade crossing feasibility study, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$35,000 be transferred from Free Cash.

Mr. Maurice P. Handel, Chairman, addressed this proposal on behalf of the Board of Selectmen. He noted that the Board of Selectmen unanimously supports this proposal.

Mr. Richard M. Reilly, member, advised that this proposal is unanimously supported by the Finance Committee.

In response to an inquiry from Joshua W. Levy, Mr. Maurice P. Handel noted that there are several different gate styles and any selection would be at least as safe as or safer than the existing equipment.

In response to an inquiry from Mrs. Ann Der Marderosian, Mr. Handel explained that the jurisdiction is primarily under Federal regulations. The gates are the most expensive way to go and the purpose of the study is to determine the best method.

Mr. Sherman H. Grossman supported this article and noted that there is a handbook on this subject.

Unanimous consent was given to allow Town Manager and non-resident Kate Fitzpatrick to address Town Meeting. In response to an inquiry from Mr. Paul A. Siegenthaler, she indicated that the MBTA is not interested in this project.

In response to an inquiry from Catherine E. Kurkjian regarding the safety of pedestrians in these areas, Mr. Handel explained that there are audible sounds in addition to the train horns, some of which are quieter than others.

Mr. Handel advised Emily Rose Cooper that the study takes about one year and the cost estimate is similar to costs in other communities.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

ARTICLE 12: APPROPRIATE FOR SIDEWALK NEEDS ASSESSMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$100,000 for the purpose of funding a Sidewalk Needs Assessment, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$100,000 be transferred from Free Cash; or take any other action relative thereto.

Article Information: The purpose of the assessment is to evaluate the Town's sidewalk network to determine the condition of existing sidewalks, where sidewalks should be installed (numerous requests to improve pedestrian safety are received each year), and where there may be opportunities to remove sidewalks. The

assessment will include a plan to maintain the same or reduce the linear footage of sidewalks throughout the Town.

MOVED: That if the Town will vote to raise and/or transfer and appropriate the sum of \$100,000 for the purpose of funding a Sidewalk Needs Assessment, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$100,000 be transferred from Free Cash.

Mr. Maurice P. Handel, Chairman, stated that the Board of Selectmen unanimously supports this article.

Mrs. Louise L. Miller, member, advised that the Finance Committee also unanimously supports this article. This study will identify improvement needs and come up with a plan.

Mr. Sherman H. Grossman expressed concern that there are overhanging trees and shrubs from private property. Mr. Handel advised that this assessment will take approximately ten months. He also advised that there is a by-law on overhanging trees and shrubs and those areas should be reported to the town.

ACTION: The main motion was presented and carried by majority declared by the Moderator on a voice vote.

ARTICLE 13: APPROPRIATE FOR PUBLIC FACILITIES MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$570,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$570,000 be transferred from Free Cash; or take any other action relative thereto.

Article Information: The Public Facilities Maintenance Program has been removed from the cash capital article given that the program supports maintenance activities, and many of the projects do not meet the definition of capital expenditure. The program includes annual maintenance of public buildings throughout the Town and School Department, including, but not limited to, asbestos abatement, duct cleaning, painting, and other repairs and necessary upgrades. Unless circumstances require otherwise, the FY2016 program will fund duct cleaning at the Pollard School, Fire Station #2, and Broadmeadow School; xeriscape gardening at the High School; wood floor refinishing in various school buildings; asbestos abatement at the Pollard School; flooring replacement at the Pollard School; renovation of two restrooms at the Pollard School; repairs to the auditorium at the Pollard School, and replacement of lockers at the Pollard School.

MOVED: That the Town will vote to raise and/or transfer and appropriate the sum of \$570,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$570,000 be transferred from Free Cash.

Mr. Matthew D. Borrelli, Selectman, address this proposal on behalf of the Board of Selectmen. The Board unanimously supports this article.

Mr. Richard S. Creem, Member, recommended adoption of this article on behalf of the Finance Committee.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

ARTICLE 14: APPROPRIATE FOR DPW/PUBLIC SERVICES ADMINISTRATION BUILDING LOCATION FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$40,000 for the purpose of funding a DPW/Public Services Administration Building Location Feasibility Study, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$5,168 be transferred from Article 38 of the 2004 Annual Town Meeting; \$6,347 be transferred from Article 32 of the 2008 Annual Town Meeting; \$5,595 be transferred from Article 5 of the 2011 May Special Town Meeting; \$5,000 be transferred from Article 36 of the 2011 Annual Town Meeting; and \$17,890 be transferred from Article 30 of the 2012 Annual Town Meeting; or take any other action relative thereto.

Article Information: The Facility Working Group examined the 470/500 Dedham Avenue location for the establishment of a modern and comprehensive Public Works facility, consisting of administrative offices, garage maintenance bays, employee facilities, shops, wash bays, appropriate vehicle storage, and related support systems. The working group concluded that the Dedham Avenue site is not adequate to support the entire facility with or without the location of a school at the DeFazio Field Complex. The recommended option in the Facility Master Plan is for the relocation of operations and administration to Parcel 74 on Greendale Avenue at an estimated cost of \$45,000,000. The purpose of this study is to further evaluate and identify alternatives to relocating the full program to Greendale Avenue. The evaluation will include opportunities for phasing the project, alternatives to co-location of all facilities, and the implication of phasing and scattered site options on Public Works, other departments located at 500 Dedham Avenue, a potential school, and DeFazio Park.

MOVED: That the Town will vote to raise and/or transfer and appropriate the sum of \$40,000 for the purpose of funding a DPW/Public Services Administration Building Location Feasibility Study, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$5,168 be transferred from Article 38 of the 2004 Annual Town Meeting; \$6,347 be transferred from Article 32 of the 2008 Annual Town Meeting; \$5,595 be transferred from Article 5 of the 2011 May Special Town Meeting; \$5,000 be transferred from Article 36 of the 2011 Annual Town Meeting; and \$17,890 be transferred from Article 30 of the 2012 Annual Town Meeting.

A motion to amend was offered by Matthew D. Borrelli that the main motion under Article 14 be amended by deleting in the fourth line the phrase "2004 Annual Town Meeting" and inserting in place thereof the phrase "2003 Annual Town Meeting".

Mr. Matthew D. Borrelli, Selectman, addressed this proposal on behalf of the Board of Selectmen. He noted that the amendment corrects a typographical error.

Mr. Richard A. Zimbone, member, advised that the Finance Committee voted to recommend adoption of this study. He indicated that this study will provide alternative locations for the DPW/Public Services Administration Building.

In response to an inquiry from Mr. Thomas M. Harkins, funding from various prior year articles are all related to public works expenses.

In response to several inquiries from Adelaide C. King, Holly Anne Clarke, and Lois Sockol, Mr. Borrelli stated that there is not enough space for vehicles at the present location. He noted that the goal is to remain at 500 Dedham Avenue, but it may be necessary to split the two facilities.

Mr. Paul A. Siegenthaler spoke in favor of this proposal and suggested that it is good to look at overall possibilities.

Mr. Philip R. Murray noted that there are 17 acres at the Dedham Avenue property, but it does have some wetlands. He questioned the ratio of usable land. Mr. Borrelli indicated that the Town will look at all areas and the study will also determine the space at the Dedham Avenue property.

In response to an inquiry from Mrs. Ann M. Cosgrove, Mr. Borrelli stated that the Greendale Avenue Parcel 74 is across from Paul Revere Road and Oak Hill Road.

A motion to move the previous questions was offered by Steven M. Rosenstock. The motion was presented and carried by voice vote declared by the Moderator.

ACTION: The main motion, as amended, was presented and carried by majority vote declared by the Moderator on a voice

DECISION: That the Town will vote to raise and/or transfer and appropriate the sum of \$40,000 for the purpose of funding a Public Services Administration Building Location Feasibility Study, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$5,168 be transferred from Article 38 of the 2003 Annual Town Meeting; \$47 be transferred from Article 32 of the 2008 Annual Town Meeting; \$5,595 be transferred from Article 5 of the 2011 May Annual Town Meeting; \$5,000 be transferred from Article 36 of the 2011 Annual Town Meeting; and \$17,890 be transferred from Article 30 of the 2012 Annual Town Meeting.

ARTICLE 15: APPROPRIATE FOR RTS ROLL-OFF REPLACEMENT PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$48,000 for the purpose of funding the Roll-Off Replacement Program, to be spent under the direction of the Town Manager, and to meet this appropriation that \$98 be transferred from Article 45 of the 2003 Annual Town Meeting; \$19,997 be transferred from Article 68 of the 2006 Annual Town Meeting; \$14,805 be transferred from Article 37 of the 2010 Annual Town Meeting; or take any other action relative thereto.

Information: A roll-off replacement program was established in the RTS operating budget in FY2015 to ensure appropriate replacement of the containers in future years. This additional funding will support the acquisition of six containers to replace the most severely deficient containers at the site.

DECISION: That the Town vote to raise and/or transfer and appropriate the sum of \$48,000 for the purpose of funding the Roll-Off Replacement Program, to be spent under the direction of the Town Manager, and to meet this appropriation that

\$13,198 be transferred from Article 45 of the 2003 Annual Town Meeting, \$19,997 be transferred from Article 68 of the 2006 Annual Town Meeting, \$14,805 be transferred from Article 37 of the 2010 Annual Town Meeting.

Mr. John A. Bulian, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that the 6 containers to be replaced are fifteen to twenty years old. There are currently thirty-four containers on the site. The Board unanimously recommends adoption of this proposal.

Mrs. Louise L. Miller, member, stated that the Finance Committee unanimously recommends adoption of this article.

In response to an inquiry from Mr. Paul A. Siegenthaler, Mrs. Miller indicated that funding from the various articles are all enterprise fund moneys.

In response to an inquiry from Lois Sockol, Mr. Bulian stated that the old containers will be recycled.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 16: APPROPRIATE THE FY2016 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of \$65,000, from Free Cash in the amount of \$1,941,264, from the overlay surplus in the amount of \$500,000, from amounts reserved for debt exclusion offsets in the amount of \$99,550, and \$464,438 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

MOVED: That the Town vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of \$65,000, from Free Cash in the amount of \$1,941,264, from the overlay surplus in the amount of \$500,000, from amounts reserved for debt exclusion offsets in the amount of \$99,550, and \$464,438 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose.

A motion to amend was offered by Mr. John P. Connelly that the main motion under Article 16 be amended by deleting the following amounts and inserting in place thereof the following:

Line	Description	Changing From	Changing To
10	Reserve Fund	\$ 1,565,267	\$ 1,384,767
22	Needham Public Schools	\$61,300,187	\$61,480,687.

Mr. John P. Connelly, Chairman, presented the FY2016 Operating budget on behalf of the Finance Committee. He indicated that his presentation will address three specific areas: projected revenues, percentage increases over the FY2015 budget, and reflections.

In conclusion, Mr. Connelly stated that the amendment reduces the Reserve and increases the school budget to allow the School Department to purchase I pads for the students. He urged adoption of the FY2016 budget.

The Moderator proceeded to call out each line item in the budget.

Under Line Item 2, Kate Fitzpatrick, Town Manager, advised Mr. Steven M. Rosenstock that the funded ratio of the contributory retirement system is 67.89% according to the actuarial report

Under Line Item 9, Mr. Connelly advised Deborah S. Winnick that the increase was monies set aside for employee contracts not yet settled.

Under Line Item 10, Mr. Connelly noted that \$50,000 was transferred to the School Department and that other items could come before the Finance Committee.

Paul A. Siegenthaler rose to commend the Board of Selectmen and the School Committee in making I pads available to the students in Fiscal Year 2016.

The Motion to amend under Line Item 10 was presented and carried by unanimous vote.

Under Line Item 10, Mrs. Constance S. Barr, Chairman, address the Public School Budget on behalf of the School Committee.

The Motion to amend under Line Item 22 was presented and carried by unanimous vote.

ACTION: The main motion, as amended, was presented and carried by unanimous vote.

VOTED: That the Town vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of \$65,000, from Free Cash in the amount of \$1,941,264, from the overlay surplus in the amount of \$500,000, from amounts reserved for debt exclusion offsets in the amount of \$99,550, and \$464,438 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund

collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose.

Townwide Expenses

1. Non Contributory Retirement Payments	35,500
2. Contributory Retirement System	6,149,812
3. Group Health Insurance & Benefits	11,474,207
4. Retiree Insurance & Insurance Liability Fund	5,336,302
5. Unemployment Compensation	100,000
6. Debt Service	11,224,301
7. Worker's Compensation	609,702
8. Casualty Liability & Self Insurance Program	560,000
9. Classification Performance & Settlements	175,000
10. Reserve Fund	<u>1,384,767</u>
Total	37,049,591

Townwide Expense Total 37,049,591

Board of Selectmen & Town Manager

11A Salary & Wages	778,991
11B Expenses	<u>111,312</u>
Total	890,303

Town Clerk & Board of Registrars

12A Salary & Wages	312,414
12B Expenses	<u>45,520</u>
Total	357,934

Town Counsel

13A Salary & Wages	75,422
13B Expenses	<u>254,000</u>
Total	329,422

Personnel Board

14A Salary & Wages	15,000
14B Expenses	<u>0</u>
Total	15,000

Finance Department

15A Salary & Wages	1,701,565
15B Expenses	813,261
15C Capital	<u>38,475</u>
Total	2,553,301

Finance Committee

16A Salary & Wages	34,000
16B Expenses	<u>1,225</u>
Total	35,225

Planning and Community Development

17A Salary & Wages	460,956
17B Expenses	<u>28,318</u>

		<u>Health and Human Services Department</u>	
	489,274	27A Salary & Wages	1,186,457
		27B Expenses	<u>245,245</u>
General Government Total	4,670,459	Total	525,457
<u>Police Department</u>			
Salary & Wages	5,660,317	<u>Commission on Disabilities</u>	
Expenses	312,290	28A Salary & Wages	1,500
Capital	<u>166,964</u>	28B Expenses	<u>550</u>
Total	6,139,571	Total	1,550
<u>Fire Department</u>			
Salary & Wages	6,890,572	<u>Historical Commission</u>	
Expenses	300,936	29A Salary & Wages	-
Capital	<u>20,311</u>	29B Expenses	<u>1,050</u>
Total	7,211,819	Total	1,050
<u>Library Department</u>		<u>Needham Public Library</u>	
Salary & Wages	575,454	30A Salary & Wages	1,226,113
Expenses	<u>31,040</u>	30B Expenses	<u>328,368</u>
Total	606,494	Total	1,554,181
<u>Public Safety Total</u>	13,957,884	<u>Park & Recreation Department</u>	
		31A Salary & Wages	493,953
		31B Expenses	<u>114,000</u>
<u>Personnel Assessment</u>		Total	607,953
Assessment	<u>654,134</u>		
Total	654,134	<u>Memorial Park</u>	
<u>Needham Public Schools</u>		32A Salary & Wages	0
Needham Public School Budget	<u>61,480,687</u>	32B Expenses	<u>750</u>
Total	62,134,821	Total	750
<u>Public Schools Total</u>	62,134,821	TOTAL: COMMUNITY SERVICES	3,597,686
<u>Department of Public Facilities</u>		DEPARTMENT BUDGET TOTAL	98,569,746
Salary & Wages	3,576,277	TOTAL OPERATING BUDGET	135,799,837
Expenses	5,028,646		
Capital	0		
Total	8,604,923		
<u>Department of Public Works</u>			
Salary & Wages	3,461,561		
Expenses	1,548,231		
Capital	18,000		
Snow & Ice	<u>404,000</u>		
Total	5,431,792		
<u>Capital Parking Program</u>			
Program Budget	<u>97,730</u>		
Total	97,730		
<u>Capital Lighting Program</u>			
Program Budget	<u>254,951</u>		
Total	254,951		
Works Total	14,389,396		

At 10:50 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Wednesday May 6, 2015 at 7:30 P.M. at the James Hugh Powers Hall, Town Hall, and it was so voted unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 6, 2015

Pursuant to adjournment of the Annual Town Meeting held May 4, 2015, the Inhabitants of the Town of Needham

qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall on Wednesday May 6, 2015 at 7:30 P.M.

Check lists were used and 211 voters were checked on the list as being present, including 206 Town Meeting Members.

45 Town Meeting Members were absent

At the designation of the President of the Needham Clergy Association, Abd. Cader Asmal, Former President of ICNE & Islamic Center of Boston and Chairman/co-chair of Communications, ICNA since 1988, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator reminded Town Meeting Members to sit in the first 12 rows of the hall. He also noted that only Town Meeting Members are permitted to vote.

The Moderator thanked Cassie Wade and Jeffrey Wade for manning the microphones this evening.

ARTICLE 17 was adopted by unanimous consent on Monday, May 4, 2015.

At this time discussion commenced under Article 18.

ARTICLE 18: APPROPRIATE THE FY2016 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2016, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Line #	Description	FY2014		FY2015		FY2016		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
201A	Salary & Wages	\$902,486	12.0	\$962,166	12.0	\$987,170	12.0	
201B	Expenses	\$355,518		\$352,958		\$402,011		
201C	Capital Outlay	\$24,799		\$25,000		\$50,000		
201D	MWRA Assessment	\$5,423,810		\$5,466,144		\$5,462,757		
201E	Debt Service	\$1,390,516		\$1,500,000		\$1,500,000		
202	Reserve Fund	Transfers Only		\$35,000		\$35,000		
TOTAL		\$8,097,129	12.0	\$8,341,268	12.0	\$8,436,938	12.0	
FY2016 Budget Percentage Change from FY2015 Budget								1.1%

and to meet this appropriation that \$494,488 be raised from the tax levy and transferred to the Sewer Enterprise Fund, and \$703,449 be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 6,500 sewer manholes, and nine sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. Personnel maintain and operate 22 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in nine pumping facilities located throughout town.

The Division also oversees the collection and transportation of Stormwater (drains program) originating from rain and snow storms for discharge into streams, brooks, rivers, ponds, lakes, flood plains and wetlands throughout town. Stormwater and associated discharges are now considered by the federal government as potentially contaminated, and have come under increasingly strict discharge performance standards. The intention is to reduce or eliminate contaminants contained in the flow washed from ground surfaces considered to be harmful to the environment.

The operating budget of \$8,436,938 for FY2016 is \$95,670 more than the current FY2015 budget, an increase of 1.1%. As previously mentioned, the Sewer Enterprise Fund budget includes the costs of the drains program because the daily work is performed by Enterprise Fund staff and operationally it is more effective to budget and monitor this work through the Sewer Enterprise Fund budget. However, costs not associated with Sewer operations are funded by taxation and not by Sewer use fees. The table below provides a breakout between the sewer operations and the drains program to compare the budget change in the two operations from the current year.

Budget Line	FY2016 Sewer Operations	FY2016 Drains Program	FY2016 Recommended Budget	FY2015 Sewer Operations	FY2015 Drains Program	Current FY2015 Sewer Budget
Salary & Wages	\$634,673	\$352,497	\$987,170	\$625,281	\$336,885	\$962,166
Expenses	\$260,020	\$141,991	\$402,011	\$226,413	\$126,545	\$352,958
Capital Outlay	\$50,000	\$0	\$50,000	\$25,000	\$0	\$25,000
MWRA Assessment	\$5,462,757	\$0	\$5,462,757	\$5,466,144	\$0	\$5,466,144
Water Service	\$1,500,000	\$0	\$1,500,000	\$1,500,000	\$0	\$1,500,000
Reserve Fund	\$35,000	\$0	\$35,000	\$35,000	\$0	\$35,000
Total	\$7,942,450	\$494,488	\$8,436,938	\$7,877,838	\$463,430	\$8,341,268
	FY2016 Sewer Operations \$ Change	FY2016 Drains Operations \$ Change	FY2016 Sewer Enterprise \$ Change	FY2016 Sewer Operations % Change	FY2016 Drains Operations % Change	FY2016 Sewer Enterprise % Change
Salary & Wages	\$9,392	\$15,612	\$25,004	1.5%	4.6%	2.6%
Expenses	\$33,607	\$15,446	\$49,053	14.8%	12.2%	13.9%
Capital Outlay	\$25,000	\$0	\$25,000	100.0%		100.0%
MWRA Assessment	-\$3,387	\$0	-\$3,387	-0.1%		-0.1%
Water Service	\$0	\$0	\$0	0.0%		0.0%
Reserve Fund	\$0	\$0	\$0	0.0%		0.0%
Total	\$64,612	\$31,058	\$95,670	0.8%	6.7%	1.1%

FY2016 Sewer operations portion of the budget is \$64,612 higher, an increase of 0.8% over the current year. The preliminary MWRA assessment for FY2016 is \$3,387 less than the current appropriation. The final assessment from the MWRA will be affected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the legislature and approved by the Governor. The FY2016 drains operations portion of the budget is \$31,058 (6.7%) more than the current year.

The salary and wages line is \$987,170 for FY2016, which is an increase of \$25,004 or 2.6%. The Sewer Division has 12 full-time employees of which 11 are members of the NIPEA union. The Town and the DPW union have a collective bargaining agreement in place for FY2016. There is no increase in the number of funded positions.

The increases in expense and operating capital lines are due to inflationary, regulatory, and monitoring efforts. The expense line is \$402,011 which is \$49,053 or 13.9% more than the current year. The increase is primarily attributable to higher energy costs, catch basin cleaning and sweeping services and disposal, repairs to drains, and for services related to sewer flow meters. A department request for a \$25,000 increase in capital outlay and contracted services to inspect, test and calibrate the Town's 12 sewer flow meters (ten permanent and two portable) has been included in the FY2016 recommended budget. The sewer flow meters are used to detect inflow and infiltration into the Town's sewer system and help the Town to identify and monitor flow to verify data that is used by the MWRA to bill the Town for sewer treatment. The operating capital line is \$25,000 more than the current year or doubling of the funding. The \$25,000 will provide for the replacement of a grinder at the West Street sewer pump station and will allow the department to continue its annual \$25,000 allocation for sewer pump and small power equipment replacement.

The sewer debt service budget line is also level-funded at \$1,500,000 for FY2016, based on approved projects, and is in keeping with the overall sewer capital infrastructure-funding plan for long term investments. The reserve fund is level dollar for FY2016. The budget plan for FY2016 includes the use of \$703,449 from sewer retained earnings. The \$494,488 to be transferred from the tax levy is to pay for drains-related programs.

The Sewer Enterprise Fund reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations and the general fund payment supports the drains program.

MOVED: That if the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division and the Department of Public Works during fiscal year 2016, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Line #	Description	FY2014		FY2015		FY2016		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
201A	Salary & Wages	\$902,486	12.0	\$962,166	12.0	\$987,170	12.0	
201B	Expenses	\$355,518		\$352,958		\$402,011		
201C	Capital Outlay	\$24,799		\$25,000		\$50,000		
201D	MWRA Assessment	\$5,423,810		\$5,466,144		\$5,462,757		
201E	Debt Service	\$1,390,516		\$1,500,000		\$1,500,000		
202	Reserve Fund	Transfers Only		\$35,000		\$35,000		
TOTAL		\$8,097,129	12.0	\$8,341,268	12.0	\$8,436,938	12.0	
FY2016 Budget Percentage Change from FY2015 Budget								1.1%

and to meet this appropriation that \$494,488 be raised from the tax levy and transferred to the Sewer Enterprise Fund, and \$703,449 be transferred from Sewer Enterprise Fund Retained Earnings.

Mr. Matthew D. Borrelli, Selectman, recommended adoption of this proposal on behalf of the Board of Selectmen.

Mrs. Louise L. Miller, member, recommended adoption on behalf of the Finance Committee.

In response to an inquiry from Mr. David K. Blakelock, Mr. Borrelli noted that the current balance in the Sewer Enterprise Fund is \$1,667,645 as of March 31, 2015. He also advised Town Meeting Member Carol I. Urwitz the sewer charges are based on the sewer meter usage and not irrigation.

ACTION: The main motion was presented and carried by majority vote declared by the Moderator on a voice vote.

ARTICLES 19, 20, AND 21 were adopted by unanimous consent on Monday, May 4, 2015

ARTICLE 22: AMEND ZONING BY-LAW – MEDICAL MARIJUANA TREATMENT CENTER AND OFF-SITE MEDICAL MARIJUANA DISPENSARY

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

(a) In Section 1.3, Definitions, by adding the following terms and definitions in the appropriate alphabetical location as follows:

“Medical Marijuana Treatment Center: A facility operated by a not-for-profit entity registered and approved by the Massachusetts Department of Public Health in accordance with 105 CMR 725.000 or succeeding regulation pertaining to the registration of such facilities, and pursuant to all other applicable state laws and regulations, also to be known as a Registered Marijuana Dispensary (RMD), that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to patients or their personal caregivers registered and qualified under the provisions of 105 CMR 725.00 (“Qualified Patients or Qualified Caregivers”) or succeeding regulation pertaining to the registration and qualification of Qualified Patients and Qualified Caregivers. A Medical Marijuana Treatment Center may include facilities which cultivate and/or process marijuana for medical use.”

“Off-Site Medical Marijuana Dispensary: A facility registered and qualified as a Registered Marijuana Dispensary under the provisions of 105 CMR 725.00, which is located off-site from a

separate location of the same RMD or from an affiliated RMD where marijuana or related products are cultivated or processed, and that is controlled and operated by the same registered and approved non-profit entity that operates the separate location or affiliated RMD where marijuana or related products are cultivated or processed, but which dispensary serves only to acquire, possess, transfer, transport, sell, distribute, dispense or administer processed marijuana for medical use, related products and supplies and educational materials to Qualified Patients or Qualified Caregivers, and which dispensary includes no cultivation or processing of such marijuana or related products.”

(b) In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by inserting immediately above the row that reads “SPC (Complex Development)” a new entry, which shall read as follows:

“SPP (Special Permit) Use allowed under a special permit by the Planning Board as provided hereafter.”

(c) In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by revising the second paragraph so that the entire paragraph shall now read as follows (new language underlined):

“Uses permitted and uses allowed by the Board of Appeals or by the Planning Board shall be in conformity will all the density and dimensional regulations and any other pertinent requirements of this By-Law.”

(d) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, and

Industrial-1 Districts, by inserting immediately below the row that is “medical clinic” a new entry, which shall read as follows:

	<u>RRC</u>	<u>SRB</u>	<u>GR</u>	<u>A-1.2</u>	<u>I</u>	<u>IND</u>	<u>IND-1</u>
		<u>SRA</u>		<u>&3</u>			
Medical Marijuana Treatment Center	N	N	N	N	N	N	SPP”

In Section 3.2.5, Uses in Highland Commercial-128 District, Subsection 3.2.5.2, Uses Permitted by Special Permit, by adding a new paragraph (p) that states “Off-Site Medical Marijuana Dispensary, subject to the issuance of a special permit by the Planning Board” and by renumbering former paragraphs (q) and (r) as paragraphs (q) (r) and (s) respectively.

In Section 3.2.6, Uses in the Mixed Use-128 District, subsection 3.2.6.2, Uses Permitted by Special Permit, by adding a new paragraph (j) that states “Medical Marijuana Treatment Center, subject to the issuance of a special permit by the Planning Board” and by renumbering former paragraphs (j) and (k) as paragraphs (k) and (l) respectively.

In Section 6, Special Regulations, by inserting a new subsection 6.10, Special Permit Criteria for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary, to read as follows:

6.10 Special Permit Criteria for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary

In granting a special permit for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary, in addition to the general criteria for issuance of a special permit as set forth in Section 7.5.2 of this By-Law, the Planning Board shall ensure that the following criteria are met:

The site on which the Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary is located is at least one thousand (1,000) feet distant from a public or private elementary school, middle school, or secondary school, or a municipal park or playground, or if not located at such a distance, but located at least one hundred (500) feet distant from such protected use, it is determined by the Planning Board to be sufficiently buffered from the protected use such that its users will not be adversely affected by the operation of the Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary. The distance for this section is measured in a straight line from the nearest point of the property line of the protected use identified in this section to the nearest point of the proposed Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary.

The Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary is not located in a building that contains a licensed daycare center, or any facility providing educational, recreational or social programs or activities attended primarily by children enrolled such facility.”

In Section 8, Interim Regulations for Medical Marijuana, by deleting the Section in its entirety.

Take any other action relative thereto.

Article Information: Article 22 provides for the establishment of Registered Marijuana Dispensaries within Needham as they are authorized pursuant to state regulations set forth in 105 CMR 200.00. A Registered Marijuana Dispensary (RMD) is a not-for-profit entity that cultivates, prepares, and dispenses marijuana or

marijuana infused products to qualifying patients or their caregivers.

The law for the Humanitarian Use of Marijuana was adopted by Massachusetts voters in November, 2012. The measure became law on January 1, 2013 (Chapter 369 of the Acts of 2012). In May, 2013, the Massachusetts Department of Public Health promulgated regulations, set forth in 105 CMR 725.000, which outlined the process it would follow to approve, register and control the establishment of up to 35 Registered Marijuana Dispensaries statewide in the first year, with at least one but not more than five Registered Marijuana Dispensaries in each county. Local regulatory oversight is allowed so long as it does not conflict with state regulations.

The May 2013 Annual Town Meeting adopted a Zoning By-Law provision that established a fifteen month moratorium on the siting of RMDs within the Town to afford the Town time to establish a framework for regulating RMDs that is consistent and complementary to the State scheme. The moratorium was further continued by the May 2014 Annual Town Meeting for an additional nine months. Under the May 2014 vote, the moratorium ceases on the earlier of an amendment to the Zoning By-Law or December 30, 2014. Accordingly, this article now seeks to establish zoning regulations for RMDs in Needham.

Land Use Considerations

The zoning approach recommended by the Planning Board follows the lead of the state law and regulations by treating Registered Marijuana Dispensaries as regional service providers with a limited, specialized function and a client base that will be spread across a large service area. Since RMDs are strictly regulated and will be limited in number by the Massachusetts Department of Public Health, the intent of the amendment is to permit RMDs in Needham where there is access to regional roadways, where they may be readily monitored by law enforcement for health and public safety purposes, and where they will not adversely impact the character of residential neighborhoods and business districts. The following land use topics were considered by the Planning Board:

- *Use Compatibility.* As a business use, RMDs would not be considered appropriate for residential neighborhoods. Compatibility with neighborhood-scale retail districts is also an issue because, unlike neighborhood-serving retail stores, they would serve a select, regional clientele and not the neighborhood as a whole. Also, the security requirements may conflict with the pedestrian-friendly storefront character that is carefully cultivated in many retail areas.
- *Transportation.* Because of their regional nature, it is important to consider access to regional roadways, since clients may travel from areas without access to public transportation or may otherwise need to use a car. Locations that would bring excess automobile traffic to smaller residential streets should be discouraged. Availability of parking is also an issue. For RMDs that make deliveries, the potential for secure loading facilities may also be a factor.
- *Public Safety.* The Police Department has expressed the importance of being able to effectively respond to emergency calls at or near an RMD site. Therefore, isolated areas without convenient street access should be avoided.
- *Urban Design.* The access and security requirements for RMDs have the potential to create a streetfront that is visually unfriendly to pedestrians or a design that is out of character with surrounding uses. This concern could be mitigated through careful urban design. Additionally, restricting RMD function to

the dispensing component of the operation in highway-orientated, retail districts should be advanced as an appropriate mitigating measure.

- *Distance from Child-Oriented Facilities.* The Board found it prudent to adhere to the more restrictive federal standard of a 1,000-foot buffer from schools, municipal parks and playgrounds but allowed a reduction to 500 feet by special permit in those circumstances where existing conditions provide a sufficient buffer or where the RMD use will not have a negative impact on neighboring land uses. The "default" state regulations that would require a 500 foot buffer zone to daycare centers and "any facility in which children commonly congregate" was not adopted. The Board did not recommend such language in recognition of the fact that: if the state language were adopted without modification, the location of multiple daycare centers and facilities providing programs for children throughout the proposed districts would effectively prohibit RMDs in the Town. Furthermore, the Board considered that the children attending the day care center and traveling to and from the facility are under adult supervision. Additionally, the Board found the term "any facility in which children commonly congregate" to be vague and thus presented problems in terms of interpretation, and implementation. At the same time the Board did recommend that RMDs not be located in the actual building where a licensed daycare center is located or where a facility providing educational, recreational or social programs for children is located.

Proposed Zoning Amendment

The proposed zoning amendment includes a set of zoning regulations that will work in concert with state and other local regulations while focusing on land use planning issues such as district character, compatibility among adjacent uses, transportation and parking, and urban design, as well as public safety issues. The zoning amendment takes the following approach: 1) defines the terms "Medical Marijuana Treatment Center" and "Off-Site Medical Marijuana Dispensary" so as to distinguish between a facility that may provide dispensing, cultivation and processing services in combination within a zoning district (Medical Marijuana Treatment Center) and a facility that is restricted to the dispensing function within a zoning district (Off-Site Medical Marijuana Dispensary); 2) identifies the zoning districts in which a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary will be allowed; 3) establishes that a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary will only be allowed by special permit from the Planning Board; and 4) establishes the special permit criteria unique to this use that will be utilized in the review of a given proposal.

- *District Location.* The amendment would permit a Medical Marijuana Treatment Center in the Mixed Use-128 District and Industrial-1 District and would permit only an Off-Site Medical Marijuana Dispensary in the Highland Commercial-128 District. The RMD use in the Highland Commercial-128 District (Off-Site Medical Marijuana Dispensary) has been restricted to the dispensing function due to the district's identity as a regional retail corridor fronting both sides of Highland Avenue east of Route 128. All three locations are commercial districts with access to the regional roadway network. The noted districts also contain many sites that have the potential for on-site parking and loading and are adequately distanced from schools, municipal parks and playgrounds.

- *Special Permit Requirement.* Given the still unknown aspects of these facilities and a desire for close review, the amendment proposes to permit a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary by special permit from the

Planning Board. The special permit requirement would allow for meaningful review of design and transportation impacts, as well as a greater level of oversight and assurance that the facilities will be operated in a manner that is consistent with the intent of the zoning and other regulations.

- *Special Permit Criteria.* The special permit criteria as contained in the amendment are intended to reinforce the requirements of the Massachusetts Department of Public Health regulations and advance local interests with regard to the possible impacts that a Medical Marijuana Treatment Center or an Off-Site Medical Marijuana Dispensary may have on neighboring land uses. To that end, these criteria include, in addition to the standard special permit criteria currently provided in Sections 7.4 and 7.5.2 of the Needham Zoning By-Law, supplementary buffering and siting requirements. A 1,000 foot buffer from a public or private elementary school, middle school, or secondary school, or a municipal park or playground is established with the Planning Board having the option to reduce this 1,000 foot buffer to 500 feet in circumstances where existing conditions provide a sufficient buffer and/or the proposed Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary will not have a negative impact on neighboring land uses. Finally, a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary are prohibited in a building that contains a licensed daycare center, or any facility providing educational, recreational or social programs or activities attended primarily by children enrolled within such a facility.

MOVED : That the Town vote to amend the Needham Zoning By-Law, as follows:

(a) In Section 1.3, Definitions, by adding the following terms and definitions in the appropriate alphabetical location as follows:

"Medical Marijuana Treatment Center: A facility operated by a not-for-profit entity registered and approved by the Massachusetts Department of Public Health in accordance with 105 CMR 725.000 or succeeding regulation pertaining to the registration of such facilities, and pursuant to all other applicable state laws and regulations, also to be known as a Registered Marijuana Dispensary (RMD), that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to patients or their personal caregivers registered and qualified under the provisions of 105 CMR 725.00 ("Qualified Patients or Qualified Caregivers") or succeeding regulation pertaining to the registration and qualification of Qualified Patients and Qualified Caregivers. A Medical Marijuana Treatment Center may include facilities which cultivate and/or process marijuana for medical use."

"Off-Site Medical Marijuana Dispensary: A facility registered and qualified as a Registered Marijuana Dispensary under the provisions of 105 CMR 725.00, which is located off-site from a separate location of the same RMD or from an affiliated RMD where marijuana or related products are cultivated or processed and that is controlled and operated by the same registered and approved non-profit entity that operates the separate location or affiliated RMD where marijuana or related products are cultivated or processed, but which dispensary serves only to acquire, possess, transfer, transport, sell, distribute, dispense or administer processed marijuana for medical use, related products and supplies and educational materials to Qualified Patients or Qualified

givers, and which dispensary includes no cultivation or processing of such marijuana or related products.”

In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by inserting immediately above the row that reads “C (Complex Development)” a new entry, which shall read as follows:

“SPP (Special Permit) Use allowed under a special permit by the Planning Board as provided hereafter.”

In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by revising the second paragraph so that the entire paragraph shall now read as follows (new language underlined):

“Uses permitted and uses allowed by the Board of Appeals or by the Planning Board shall be in conformity with all the density and zonal regulations and any other pertinent requirements of the By-Law.”

In Section 3.2, Schedule of Use Regulations, Subsection 1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, and Commercial-1 Districts, by inserting immediately below the row that reads “medical clinic” a new entry, which shall read as follows:

<u>RRC</u>	<u>SRB</u>	<u>GR</u>	<u>A-1,2</u>	<u>I</u>	<u>IND</u>	<u>IND-1</u>
	<u>SRA</u>		<u>&3</u>			
Medical Marijuana Treatment Center						
N	N	N	N	N	N	SPP”

In Section 3.2.5, Uses in Highland Commercial-128 District, Subsection 3.2.5.2, Uses Permitted by Special Permit, by adding a new paragraph (p) that states “Off-Site Medical Marijuana Dispensary, subject to the issuance of a special permit by the Planning Board” and by renumbering former paragraphs (q) and (r) as paragraphs (r) and (s) respectively.

In Section 3.2.6, Uses in the Mixed Use-128 District, Subsection 3.2.6.2, Uses Permitted by Special Permit, by adding a new paragraph (j) that states “Medical Marijuana Treatment Center, subject to the issuance of a special permit by the Planning Board” and by renumbering former paragraphs (j) and (k) as paragraphs (k) and (l) respectively.

In Section 6, Special Regulations, by inserting a new section 6.10, Special Permit Criteria for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary, to read as follows:

Special Permit Criteria for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary

In granting a special permit for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary, in addition to the general criteria for issuance of a special permit as set forth in Section 7.5.2 of this By-Law, the Planning Board shall find that the following criteria are met:

The site on which the Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary is located is at least one (1,000) feet distant from a public or private elementary school, middle school, or secondary school, or a municipal park or playground, or if not located at such a distance, but located at least one hundred (500) feet distant from such protected use, it is determined by the Planning Board to be sufficiently buffered from the protected use such that its users will not be adversely

impacted by the operation of the Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary. The distance under this section is measured in a straight line from the nearest point of the property line of the protected use identified in this section to the nearest point of the proposed Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary.

(b) The Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary is not located in a building that contains a licensed daycare center, or any facility providing educational, recreational or social programs or activities attended primarily by children enrolled in such facility.”

(h) In Section 8, Interim Regulations for Medical Marijuana Uses, by deleting the Section in its entirety.

The following motion to amend was offered by Elizabeth J. Grimes: That the main motion under Article 22 be amended as follows:

- a) In Article 22(a), by revising in Section 1.3, the reference to “105 CMR 725.00” in the definition of “Medical Marijuana Treatment Center” and “Off-Site Medical Marijuana Dispensary” to “105 CMR 725.000”.
- b) In Article 22(g), by inserting in Section 6.10(b) between the words “enrolled” and “such” the word “in” so that the section shall now read as follows new language underlined:

“(b) The Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary is not located in a building that contains a licensed daycare center, or any facility providing educational, recreational or social programs or activities attended primarily by children enrolled in such facility.”

Mr. Martin Jacobs, Chairman, addressed this proposal on behalf of the Planning Board. He explained that the Planning Board proposed this article because this will provide more appropriate areas within the Town of Needham. There are two types of Medical Marijuana centers. This proposal identifies the zoning districts in which a Medical Marijuana Treatment Center and an Off-Site Medical Marijuana Dispensary will be allowed by Special Permit. The Special Permit will require a 1,000 foot setback from public or private elementary school, middle school, or secondary school, or a municipal park or playground. Mr. Jacobs urged passage of Article 22 on behalf of the Planning Board.

Mr. Daniel P. Matthews, Selectmen, addressed this proposal on behalf of the Board of Selectmen. He explained that last year this proposal did not pass by the required two-thirds vote. The Town is trying to bring in a proposal that is cautious and approachable. Needham needs to have some framework on the books and this proposal makes sense. It allows the town to have its zoning on record with the State. The Board unanimously recommends adoption of Article 22.

In response to an inquiry from Mr. Joshua W. Levy, Mr. Jacobs indicated that the Planning Board felt the business area is best suited for this type of zoning.

In response to an inquiry from Mr. Terence P. Noonan, Mr. Jacobs indicated that if the Town does not adopt zoning for Medical marijuana Treatment Centers and Off-Site Medical

Marijuana Dispensaries, they will remain under current law which includes Industrial and Industrial 1 as well as business zones.

Mrs. Ann Der Marderosian rose in support of this article and commended the Planning Board for their work on this proposal.

Mr. Thomas John Crimlisk rose in opposition to this article.

Upon request of Cathy M. Freedberg, unanimous consent was given to allow Mr. Timothy Muir McDonald, Director of Board of Health and non-resident, to address Town Meeting. Mr. McDonald stated that the Board of Health weighed in with the Planning Board on this article and felt the zoning regulation was a positive step forward.

After a lengthy discussion, Mr. Ronald W. Ruth moved the previous question. The motion was presented and passed by two-thirds vote on a voice vote declared by the Moderator.

The motion to amend was presented and carried by voice vote declared by the Moderator.

ACTION: The main motion, as amended, was presented but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt. The following Town Meeting Members were sworn in as Tellers by the Moderator: Heinz R. Brinkhaus, Richard B. Moody, Heidi C. Black, Thomas M. Harkins, Erik J. Bailey, and Mark J. Gluesing. The motion was again presented and carried by the required two-thirds vote. The hand count was Yes 170 – No 23.

VOTED: That the Town vote to amend the Needham Zoning By-Law, as follows:

(a) In Section 1.3, Definitions, by adding the following terms and definitions in the appropriate alphabetical location as follows:

“Medical Marijuana Treatment Center: A facility operated by a not-for-profit entity registered and approved by the Massachusetts Department of Public Health in accordance with 105 CMR 725.000 or succeeding regulation pertaining to the registration of such facilities, and pursuant to all other applicable state laws and regulations, also to be known as a Registered Marijuana Dispensary (RMD), that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to patients or their personal caregivers registered and qualified under the provisions of 105 CMR 725.000 (“Qualified Patients or Qualified Caregivers”) or succeeding regulation pertaining to the registration and qualification of Qualified Patients and Qualified Caregivers. A Medical Marijuana Treatment Center may include facilities which cultivate and/or process marijuana for medical use.”

“Off-Site Medical Marijuana Dispensary: A facility registered and qualified as a Registered Marijuana Dispensary under the provisions of 105 CMR 725.000, which is located off-site from a separate location of the same RMD or from an affiliated RMD where marijuana or related products are cultivated or processed, and that is controlled and operated by the same registered and approved non-profit entity that operates the separate location or affiliated RMD where marijuana or related products are cultivated

or processed, but which dispensary serves only to acquire, possess, transfer, transport, sell, distribute, dispense or administer processed marijuana for medical use, related products and supplies and educational materials to Qualified Patients or Qualified Caregivers, and which dispensary includes no cultivation or processing of such marijuana or related products.”

(b) In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by inserting immediately above the row that reads “SPC (Complex Development)” a new entry, which shall read as follows:

“SPP (Special Permit) Use allowed under a special permit by the Planning Board as provided hereafter.”

(c) In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by revising the second paragraph so that the entire paragraph shall now read as follows (new language underlined):

“Uses permitted and uses allowed by the Board of Appeals or by the Planning Board shall be in conformity will all the density and dimensional regulations and any other pertinent requirements of this By-Law.”

(d) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, and Industrial-1 Districts, by inserting immediately below the row that reads “medical clinic” a new entry, which shall read as follows:

“Use RRC SRB GR A-1.2 I IND IND-1
SRA &3

Medical Marijuana Treatment Center

N N N N N N SPP”

(e) In Section 3.2.5, Uses in Highland Commercial-128 District, Subsection 3.2.5.2, Uses Permitted by Special Permit, by adding a new paragraph (p) that states “Off-Site Medical Marijuana Dispensary, subject to the issuance of a special permit by the Planning Board” and by renumbering former paragraphs (p), (q) and (r) as paragraphs (q) (r) and (s) respectively.

(f) In Section 3.2.6, Uses in the Mixed Use-128 District, Subsection 3.2.6.2, Uses Permitted by Special Permit, by adding a new paragraph (j) that states “Medical Marijuana Treatment Center, subject to the issuance of a special permit by the Planning Board” and by renumbering former paragraphs (j) and (k) as paragraphs (k) and (l) respectively.

(g) In Section 6, Special Regulations, by inserting a new Subsection 6.10, Special Permit Criteria for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary, to read as follows:

“6.10 Special Permit Criteria for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary

In granting a special permit for a Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary, in addition to the general criteria for issuance of a special permit as set forth in Section 7.5.2 of this By-Law, the Planning Board shall find that the following criteria are met:

(a) The site on which the Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary is located is at least one thousand (1,000) feet distant from a public or private elementary school, middle school, or secondary school, or a municipal park or

ground, or if not located at such a distance, but located at least one hundred (500) feet distant from such protected use, it is determined by the Planning Board to be sufficiently buffered from such protected use such that its users will not be adversely impacted by the operation of the Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary. The distance under this section is measured in a straight line from the nearest point of the property line of the protected use identified in this section to the nearest point of the proposed Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary.

The Medical Marijuana Treatment Center or Off-Site Medical Marijuana Dispensary is not located in a building that contains a licensed daycare center, or any facility providing educational, recreational or social programs or activities attended primarily by children enrolled in such facility."

In Section 8, Interim Regulations for Medical Marijuana, by deleting the Section in its entirety.

ARTICLE 23: AMEND ZONING BY-LAW – DEFINITION OF HALF-STORY

To see if the Town will vote to amend the Needham Zoning Law as follows:

In Section 1.3, Definitions, by revising the existing definition of the term "Half-Story or ½ Story", so that the entire definition shall now read as follows: (new language underlined):

"Half-Story or ½ Story – For all single-family detached dwellings and two-family detached dwellings located in all Districts, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'-0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: (1) The total length of the front wall(s) of a dormer(s) shall not exceed fifty percent (50%) of the eave length of the portion of the roof in which the dormer is built. In no case shall a single dormer exceed twenty feet (20') in width. (2) A roof line overhang shall be continued between the dormer and the story next below so as to avoid the appearance of an uninterrupted wall plane extending beyond two stories. (3) The vertical plane of the side wall of any dormer shall not be closer than eighteen inches (18") from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer. (4) No dormer may project above the main ridgeline of the building. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below."

In Section 1.3, Definitions, by adding the following term and definition in the appropriate alphabetical location as follows:

"Dormer – A projection built out from a sloping roof, usually containing a window or vent."

Or take any other action relative thereto.

Article Information: This article would revise the definition of the term "half-story" as it applies to all single-family detached dwellings and two-family detached dwellings located in all districts, and to apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor. Presently in the above-noted circumstances dormers in the half-story are not permitted to exceed thirty percent of the eave length of the portion of the roof in which the dormer is built. The current thirty percent rule was adopted in 1999 in an effort to encourage utilization of the half-story for residential purposes. At the time the provision was enacted eave length generally extended for the full length of the exterior wall of the story next below. Construction during the intervening years however has led to the placement of multiple roof planes of varying lengths along the exterior wall thereby reducing the utility of the provision. To address this constraint, the subject amendment would allow the permitted dormer length to increase from thirty to fifty percent of the eave length of the portion of the roof in which the dormer is built. The following size and location requirements have been added to ensure that the half-story continues to function at its intended massing and scale: (1) The total length of a single dormer may not exceed twenty feet in width; (2) A roof line overhang between the dormer and the story next below is required to avoid the appearance of an uninterrupted wall plane extending beyond two stories; (3) The vertical plane of the side wall of the dormer may not be placed closer than eighteen inches from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer; and (4) The dormer may not project above the main ridgeline of the building.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

- (a) In Section 1.3, Definitions, by revising the existing definition of the term "Half-Story or ½ Story", so that the entire definition shall now read as follows: (new language underlined):

"Half-Story or ½ Story – For all single-family detached dwellings and two-family detached dwellings located in all Districts, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'-0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: (1) The total length of the front wall(s) of a dormer(s) shall not exceed fifty percent (50%) of the eave length of the portion of the roof in which the dormer is built. In no case shall a single dormer exceed twenty feet (20') in width. (2) A roof line overhang shall be continued between the dormer and the story next below so as to avoid the appearance of an uninterrupted wall plane extending beyond two stories. (3) The vertical plane of the side wall of any dormer shall not be closer than eighteen inches (18") from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer. (4) No dormer may

project above the main ridgeline of the building. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below.”

- (b) In Section 1.3, Definitions, by adding the following term and definition in the appropriate alphabetical location as follows:

“Dormer – A projection built out from a sloping roof, usually containing a window or vent.”

Mrs. Elizabeth Jane Grimes, member, addressed this proposal on behalf of the Planning Board.. She explained that this amendment removes the prohibition on residential housing development in the half-story above the second story in the Chestnut Street Business District. She urged support of this proposal on behalf of the Planning Board.

Mr. Maurice P. Handel, Chairman, stated that this article provides more usable alternatives to homeowners and urged support on behalf of the Board of Selectmen.

In response to an inquiry from Mr. Sherman H. Grossman regarding an obscure addition, Mrs. Grimes suggested that Architect Mark J. Gluesing respond to this question. Mr. Gluesing advised that this zoning amendment would not restrict this obscure addition.

In response to an inquiry from Mr. Thomas John Crimlisk Elizabeth Jane Grimes noted that the number of stories on a home is 2 ½ stories.

ACTION: The main motion was presented and carried by two-thirds vote declared by the Moderator on a voice vote.

ARTICLE 24: AMEND ZONING BY-LAW – DEFINITION OF HALF-STORY, SCHEDULE OF USE REGULATIONS AND DIMENSIONAL REQUIREMENTS FOR COMMERCIAL DISTRICTS

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

- (b) In Section 1.3, Definitions, by revising the existing definition of the term “Half-Story or ½ Story”, so that the entire definition shall now read as follows: (new language underlined):

“Half-Story or ½ Story – For all single-family detached dwellings and two-family detached dwellings located in all Districts, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and Chestnut Street Business District and located in the half-story directly above the second floor, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'-0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: (1) The total length of the front wall(s) of a dormer(s) shall not exceed fifty

percent (50%) of the eve length of the portion of the roof in which the dormer is built. In no case shall a single dormer exceed twenty feet (20') in width. (2) A roof line overhang shall be continued between the dormer and the story next below so as to avoid the appearance of an uninterrupted wall plane extending beyond two stories. (3) The vertical plane of the side wall of any dormer shall not be closer than eighteen inches (18") from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer. (4) No dormer may project above the main ridgeline of the building. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and Chestnut Street Business District and located in the half-story directly above the second floor. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below.”

- (c) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by revising the entry which reads in part “Apartment or multifamily dwelling”, so that it shall now read as follows:

<u>“USE</u>	<u>B</u>	<u>CSB</u>	<u>CB</u>	<u>ASB</u>	<u>HAB</u>
Apartment or multifamily dwelling					
* Allowed on second floor and in half-story directly above second floor only;					
consistent with density requirements for A-1					
	N	SP*	SP*	SP	SP”

- (d) In Section 4.4, Dimensional Requirements for Commercial Districts, Subsection 4.4.3, Height Limitation, by deleting the phrase “Chestnut Street Business,” from the first sentence of the second paragraph and by adding a new third paragraph so that the second and third paragraph of the subsection shall now read as follows:

“Notwithstanding the above, no building or structure which is located on property in the Avery Square Business, Hillside Avenue Business, or Neighborhood Business districts shall exceed two and one-half (2 ½) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the building or structure exceed a total height of thirty-five (35) feet.

Notwithstanding the above, in the Chestnut Street Business District, the limit of height of a building or structure shall be two and one-half (2 ½) stories not to exceed thirty-five (35) feet, including ground level covered or enclosed parking, provided that in no event shall any building contain more than two floors used for non-residential occupancy other than storage, residential occupancy being permitted on the second floor and in the half-story directly above the second floor consistent with the use and density requirements of Section 3.2.2.”

Or take any other action relative thereto.

Article Information: This article advances the recommendations contained in the Needham Center Development Plan which

dorsed the promotion of mixed-use and housing development in the Needham Center area in the longer term. The article seeks to accomplish this goal by removing the prohibition on residential housing development in the half-story above the second story in the Chestnut Street Business District and by allowing for the placement of dormers in said half-story so that more useable residential square footage may be created.

At the present time, only the second floor of buildings in the Chestnut Street Business District may be used for residential purposes, even though the Needham Zoning By-Law allows buildings up to two and one-half stories high. This article would allow the use of the half-story above the second story for residential purposes through a change to the use table at Section 3.2.2 and the dimensional requirements at Section 4.4, but would keep all other height and density requirements intact.

The article would further revise the definition of the term "half-story" in the Chestnut Street Business District by allowing for the placement of dormers in the "1/2 story" of apartment and multi-family dwellings located directly above the second floor subject to the following restrictions: (1) The total length of the front wall of a dormer could not exceed fifty percent of the eave length of the portion of the roof in which the dormer is built. (2) A single dormer could not exceed twenty feet in width; (3) A roof line overhang between the dormer and the story next below would be required so as to avoid the appearance of an uninterrupted wall plane extending beyond two stories; (4) The vertical plane of the side wall of the dormer could not be placed closer than eighteen inches from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer; and (5) The dormer could not project above the main ridgeline of the building.

MOVED: That the Town will vote to amend the Needham Zoning By-Law, as follows:

In Section 1.3, Definitions, by revising the existing definition of the term "Half-Story or 1/2 Story", so that the entire definition shall now read as follows: (new language underlined):

"Half-Story or 1/2 Story - For all single-family detached dwellings and two-family detached dwellings located in all Districts, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and Chestnut Street Business District and located in the half-story directly above the second floor, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'-0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: (1) The total length of the front wall(s) of a dormer(s) shall not exceed fifty percent (50%) of the eave length of the portion of the roof in which the dormer is built. In no case shall a single dormer exceed twenty feet (20') in width. (2) A roof line overhang shall be continued between the dormer and the story next below so as to avoid the appearance of an uninterrupted wall plane extending beyond two stories. (3) The vertical plane of the side wall of any dormer shall not be closer than eighteen inches (18") from the vertical plane of the intersection of the roof and the main building end wall nearest the dormer. (4) No dormer may project above the main ridgeline of the building. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling

units permitted by Special Permit in the Center Business District and Chestnut Street Business District and located in the half-story directly above the second floor. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below."

- (c) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by revising the entry which reads in part "Apartment or multifamily dwelling", so that it shall now read as follows:

"USE	B	CSB	CB	ASB	HAB
Apartment or multifamily dwelling					
* Allowed on second floor and in half-story directly above second floor only;					
consistent with density requirements for A-1					
	N	SP*	SP*	SP	SP"

- (d) In Section 4.4, Dimensional Requirements for Commercial Districts, Subsection 4.4.3, Height Limitation, by deleting the phrase "Chestnut Street Business," from the first sentence of the second paragraph and by adding a new third paragraph so that the second and third paragraph of the subsection shall now read as follows:

"Notwithstanding the above, no building or structure which is located on property in the Avery Square Business, Hillside Avenue Business, or Neighborhood Business districts shall exceed two and one-half (2 1/2) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the building or structure exceed a total height of thirty-five (35) feet.

Notwithstanding the above, in the Chestnut Street Business District, the limit of height of a building or structure shall be two and one-half (2 1/2) stories not to exceed thirty-five (35) feet, including ground level covered or enclosed parking, provided that in no event shall any building contain more than two floors used for non-residential occupancy other than storage, residential occupancy being permitted on the second floor and in the half-story directly above the second floor consistent with the use and density requirements of Section 3.2.2."

Mrs. Elizabeth Jane Grimes, member, addressed this proposal on behalf of the Planning Board. She noted that this amendment would allow more apartments in the downtown area.

Mr. Maurice P. Handle, Chairman, stated that the Board of Selectmen unanimously supports this proposal.

ACTION: The main motion was presented and carried by two-thirds vote declared by the Moderator on a voice vote.

ARTICLE 25: AMEND ZONING BY-LAW - ALLOWING MORE THAN ONE MUNICIPAL BUILDING AND/OR USE ON A LOT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

- (a) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by inserting the following before the subheading "**ACCESSORY**": "More than one municipal building and/or municipal use on a lot" and the letter "Y" across all zoning districts in the table.

- (b) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in Business, Chestnut Street Business, Center Business, Avery Square Business, and Hillside Avenue Business Districts, by inserting the following before the subheading "**ACCESSORY**": "More than one municipal building and/or municipal use on a lot" and the letter "Y" across all zoning districts in the table.

Or take any other action relative thereto

Article Information: This article would allow the Town to obtain permits to construct more than one municipal building on a lot and/or to place more than one municipal use on a lot subject to the external dimensional requirements of the underlying zoning district. The Town has limited land resources and frequently needs to construct additional buildings and/or to place a mix of municipal uses on its properties. This amendment would allow the Town to consolidate its lots and to do away with internal lot lines and their associated setbacks and other requirements which hinder necessary municipal development. The article acknowledges the Town's need to use its property for multiple uses and with multiple structures. Although development on the consolidated lots will have to comply with zoning requirements as to external dimensional requirements (e.g., setbacks from front, rear, and side property lines on the perimeter of the lot), this amendment permits the Town to develop without internal lot line restrictions. New buildings triggering current Zoning By-Law thresholds will still be subject to Site Plan Review and Off-Street Parking regulations. This provision is not unprecedented in the Zoning By-Law, as in the Needham Crossing area, more than one building and more than one use on a lot are currently allowed as-of-right.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

- (a) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by inserting the following before the subheading "**ACCESSORY**": "More than one municipal building and/or municipal use on a lot" and the letter "Y" across all zoning districts in the table.
- (b) In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in Business, Chestnut Street Business, Center Business, Avery Square Business, and Hillside Avenue Business Districts, by inserting the following before the subheading "**ACCESSORY**": "More than one municipal building and/or municipal use on a lot" and the letter "Y" across all zoning districts in the table.

Mrs. Jeanne S. McKnight, member, addressed this article on behalf of the Planning Board. This proposal would allow the Town to have more than one municipal building on a lot. Thus 470 Dedham Avenue could have both a school building and the Public Works building on the same parcel. The Planning Board supports this article.

Mr. Maurice P. Handle, Chairman, stated that the Board of Selectmen unanimously supports this article.

Mrs. Lois Sockol questioned if this article has the potential to impact residential areas that are not now affected by municipal buildings. Mrs. McKnight stated that there is a 25 foot setback for municipal buildings.

Mr. Sherman H. Grossman questioned if Parcel 74 discussed under Article 14 could potentially house all Department of Public Works departments. Mr. Handle suggested that would be correct.

Mrs. Jody Lynn Rooney questioned if passage of this proposal is required to put a school on the 470 Dedham Avenue site.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt. The motion was presented for the third time and carried by a count of hands. The hand count was Yes 167 – No 33.

ARTICLE 26: AMEND ZONING BY-LAW – DESCRIPTION OF FLOOD PLAIN DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

- (a) In Section 2.3, Description of Flood Plain Districts, by deleting Sections 2.3.4, 2.3.5, 2.3.6, 2.3.7 and 2.3.8 thereof.

Or take any other action relative thereto.

Article Information: Article 26, in combination with Article 27, proposes to revise the Town's flood plain zoning district boundary so that it matches the federal flood plain district boundary shown on the Norfolk County Flood Insurance Rate Map. Said area comprises the geographical area that the Federal Emergency Management Agency (FEMA) has defined as having a 1% chance of flooding in a given year. The exact boundaries of the District are defined by the 100-year base flood elevations shown on the Norfolk County Flood Insurance Rate Map (FIRM) and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012. Accordingly, Article 26 amends the Town's flood plain zoning district description as contained in the Zoning By-Law so that it reflects the flood plain district boundary shown on the Norfolk County Flood Insurance Rate Map as further defined by the Norfolk County Flood Insurance Study report dated July 17, 2012. Article 27 then amends the Town's zoning map to reflect the revised geographical boundary of the Town's flood plain zoning district boundary consistent with the newly enacted description now contained in the Zoning By-Law. The proposed amendment is offered to create regulatory parity between the Town's flood plain zoning district boundary and the federal flood plain district boundary.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

- (a) In Section 2.3, Description of Flood Plain Districts, by deleting Sections 2.3.4, 2.3.5, 2.3.6, 2.3.7 and 2.3.8 thereof

A motion to discuss articles 26 and 27 together and vote separately was offered by Mr. Bruce T. Eisenhut. The motion was presented and carried by majority vote declared by the Moderator on a voice vote.

Mr. Bruce T. Eisenhut, member, addressed this proposal on behalf of the Planning Board. He stated that the Town of Needham has two flood districts – one is the local flood district and the other is the Federal flood plain district. The goal of this article is to combine these two districts so that they match. The local flood district is more acceptable and benefits homeowners. Eisenhut urged support of this proposal on behalf of the Planning Board.

Mr. Maurice P. Handel, Chairman, stated that the Board of Selectmen unanimously support both Articles 26 and 27.

In response to an inquiry from Mr. David C. Harris, Mr. Eisenhut noted that the flood area on the other side of Route 95 is mostly conservation and recreation land.

In response to Catherine E. Kurkjian, Mr. Eisenhut noted that the Cricket Field is protected by the state.

In response to Mr. Paul F. Denver, Mr. Eisenhut noted that if this article is approved, homeowners would no longer need to get a Special Permit from the Board of Appeals. He also noted that Carol I. Urwitz stated that there is no liability to with the Town.

ACTION: The main motion under Article 26 was presented and carried by the required two-thirds vote declared by the Moderator on a voice vote.

ARTICLE 27: AMEND ZONING BY-LAW – MAP CHANGE TO FLOOD PLAIN DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map to revise the boundaries of the Flood Plain District so that the District now comprises the following:

- (a) All special flood hazard areas within the Town of Needham designated as Zone A, AE, or AH on the Norfolk County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Norfolk County FIRM that are wholly or partially within the Town of Needham are panel numbers 25021C0016E, 25021C0017E, 25021C0018E, 25021C0019E, 25021C0028E, 25021C0036E, 25021C0037E, 25021C0038E, and 25021C0039E dated July 17, 2012. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012.

- (b) All that land along or sloping toward that portion of Rosemary Brook between Rosemary Lake and Central

Avenue that is at or below the following elevations: (i) Ninety (90) feet above mean sea level upstream of West Street; and (ii) Eighty-eight (88) feet above mean sea level between West Street and Central Avenue.

- (c) All that land along or sloping toward that portion of Rosemary Brook between Central Avenue and the Needham-Wellesley town line that is at or below an elevation of eighty-five (85) feet above mean sea level.

Or take any other action relative thereto.

Article Information: This article describes the geographical boundary of the Town's flood plain zoning district as it will be reflected on a revised zoning map. Said area comprises the geographical area that the Federal Emergency Management Agency (FEMA) has defined as having a 1% chance of flooding in a given year. The exact boundaries of the District are defined by the 100-year base flood elevations shown on the Norfolk County Flood Insurance Rate Map (FIRM) and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012.

MOVED: That the Town vote to amend the Needham Zoning By-Law by amending the Zoning Map to revise the boundaries of the Flood Plain District so that the District now comprises the following:

- (a) All special flood hazard areas within the Town of Needham designated as Zone A, AE, or AH on the Norfolk County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Norfolk County FIRM that are wholly or partially within the Town of Needham are panel numbers 25021C0016E, 25021C0017E, 25021C0018E, 25021C0019E, 25021C0028E, 25021C0036E, 25021C0037E, 25021C0038E, and 25021C0039E dated July 17, 2012. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012.
- (b) All that land along or sloping toward that portion of Rosemary Brook between Rosemary Lake and Central Avenue that is at or below the following elevations: (i) Ninety (90) feet above mean sea level upstream of West Street; and (ii) Eighty-eight (88) feet above mean sea level between West Street and Central Avenue.
- (c) All that land along or sloping toward that portion of Rosemary Brook between Central Avenue and the Needham-Wellesley town line that is at or below an elevation of eighty-five (85) feet above mean sea level.

ACTION: The main motion under Article 27 was presented and carried by the required two-thirds vote declared by the Moderator on a voice vote.

Before the evening break, the Moderator thanked Needham's State Representative Denise C. Garlick, for attending tonight's Town Meeting.

ARTICLE 28: ACCEPT PROVISIONS OF MGL – INCREASE IN RETIREE COLA BASE

To see if the Town will vote to increase the maximum base on which the retiree cost of living (COLA) is calculated from \$12,000 per year to \$14,000 per year in accordance with Chapter 32, Section 103(j) and Section 19 of Chapter 188 of the Acts of 2010; or take any other action thereto.

Article Information: The purpose of this article is to increase the base amount upon which the Cost of Living Adjustment is paid to Town of Needham retirees. Currently, the maximum base upon which retiree pension COLA is calculated is \$12,000; therefore, the maximum amount that a retiree can receive, even if his/her pension exceeds \$12,000, is \$360. Approval of this article will increase the COLA base from \$12,000 to \$14,000. The decision as to whether to grant a COLA and at what amount is made annually by vote of the Needham Contributory Retirement Board.

MOVED: That the Town vote to increase the maximum base on which the retiree cost of living (COLA) is calculated from \$12,000 per year to \$14,000 per year in accordance with Chapter 32, Section 103(j) and Section 19 of Chapter 188 of the Acts of 2010.

Mr. Matthew D. Borrelli, Selectman, addressed this proposal on behalf of the Board of Selectmen. This will increase the maximum base upon which the Cost of Living Adjustment is paid to Town of Needham retirees to \$14,000. The maximum amount that a retiree can receive at the \$12,000 level is \$360. With the new base, a retiree could receive \$420 or a 1.75% increase.

Mr. Barry J. Coffman, member, noted that the Finance Committee voted unanimously to approve Article 28. There has not been an increase in seventeen years. He advised that Needham has one of the best retirement plans in the state.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 29: HOME RULE PETITION/AMEND TOWN OF NEEDHAM CHARTER PART 3, TOWN OFFICERS, SECTION 18. MODERATOR

To see if the Town vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows;

“An act amending the Charter of the Town of Needham, Part 3, Section 18. Moderator, by deleting the words “A moderator shall be elected by ballot at each annual town election”; and inserting in place thereof the words “A moderator shall be elected by ballot at the annual town election for a term of three years”.

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by authority of same, as follows:

Section 1. Part 3 TOWN OFFICERS, Section 18. Moderator is amended in line 1 of Section 18 by deleting the words “A moderator shall be elected by ballot at each annual town election”; and inserting in place thereof the words “A moderator shall be elected by ballot at the annual town election for a term of three years”.

Section 2. This act shall become effective upon passage.”

Or take any other action relative thereto.

Article Information: The term of the Town Moderator in Needham is one year. Needham's moderators have a history of running for the office annually, and State Law allows for a term of three years. Changing the term of the Moderator to three years would be consistent with most other elected offices in Needham. Because the term of the Moderator is set forth in the Town Charter, a home rule petition seeking State approval is required. The Town Charter was established as a Special Act of the Legislature.

MOVED: That the Town vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows;

“An act amending the Charter of the Town of Needham, Part 3, Section 18. Moderator, by deleting the words “A moderator shall be elected by ballot at each annual town election”; and inserting in place thereof the words “A moderator shall be elected by ballot at the annual town election for a term of three years”.

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by authority of same, as follows:

Section 1. Part 3 TOWN OFFICERS, Section 18. Moderator is amended in line 1 of Section 18 by deleting the words “A moderator shall be elected by ballot at each annual town election”; and inserting in place thereof the words “A moderator shall be elected by ballot at the annual town election for a term of three years”.

Section 2. This act shall become effective upon passage.”

For the purpose of discussion under Article 29 as stated by the Moderator at the beginning of the Annual Town Meeting he recused himself at this time and Paul T. Milligan to serve as substitute Moderator for the purpose of presiding over discussion and vote on Article 29.

Town Clerk, Theodora K. Eaton, indicated that Article 29 requests the Board of Selectmen to petition the State Legislature to amend the Town's Charter, Section 1, part 3, Section 18 to change the term of office for the position of Moderator from one to three years. The term is consistent with Massachusetts State Law Chapter 39, Section 14 which allows the term of Moderator to be one or three years. A survey of Massachusetts towns conducted by the Town Clerk showed that approximately 60% of almost 100 responses already have a three-year term for this position. IN addition many communities have indicated that they are making the change to three years. The office of the Moderator is the only position that must be elected annually and a three-year term would be consistent with other town offices.

Mr. Maurice P. Handel, Chairman, advised that the Board of Selectmen agree with the Town Clerk and urge support of this proposal.

In response to an inquiry from Mr. David J. Ecsedy, Ms. Eaton stated that if a vacancy occurred in the position of

Moderator, a temporary appointment would be made until the next annual Town Election.

ACTION: The main motion was presented and carried by majority vote declared by Moderator Paul T. Milligan.

ARTICLE 30: APPROPRIATE FOR ROSEMARY POOL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$450,000 for design and engineering of Rosemary Pool and site, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative hereto.

Article Information: The Park and Recreation Commission is requesting \$450,000 to design a new outdoor pool at the Rosemary site, and to design improvements to the building and the parking lot. This project underwent a year-long feasibility study, with input from residents throughout the process at public meetings and through surveys. The design process will include final decisions on the specific location on the Rosemary site for the pool, as well as the size of the pool and amenities such as a splash pad and boating on the lake. It is anticipated that space within the building will be available for year-round use. The design process will also include permitting.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of \$450,000 for design and engineering of Rosemary Pool and site, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash.

The following motion to amend was offered by Mrs. Elaine C. Young: that the main motion under Article 30 be amended by inserting after the words "Town Manager" the words "and Permanent Public Building Committee".

Mr. Gary C. Crossen, member, recommended adoption of this proposal on behalf of the Community Preservation Committee.

Mrs. Cynthia J. Chaston, member, addressed this proposal on behalf of the Park and Recreation Commission. She explained that in 1970 the Town determined that Rosemary Lake was no longer clean enough for swimming. In 1972 the pool was opened as a temporary swimming area. That was over 40 years ago and the pool is still being used as a swimming area. The Commission hired an engineering firm to determine the feasibility of rebuilding the pool on the existing site. It was determined that the pool could be renovated but should not be shared with the lake and the required annual lake draining. The next phase of the design will narrow down various options. The Park and Recreation Commission urges your support.

Mr. Daniel P. Matthews, Selectman unanimously recommended adoption on behalf of the Board of Selectmen. He indicated that this approach will take us to the next level.

Mr. Richard A. Zimbone, member, stated that the Finance Committee voted unanimously to recommend adoption of Article 30.

Mrs. Katy M. Dirks, Town Meeting Member and member of the Community Center of Needham, spoke in favor of the proposal.

Mr. Paul A. Siegenthaler spoke in opposition to this project. He suggested that the current site is inappropriate and suggested finding a large, accessible site.

Mr. Sherman H. Grossman also expressed concern with the ultimate cost of this project.

Mr. John L. Gallo, Town Meeting Member and Chairman of the Board for the Charles River YMCA, rose in support of this article. He noted that the aquatics are inadequate in this town. The YMCA would like to join into a public/private collaborative with the Town.

Mr. Philip V. Robey stated that residents have been swimming at the site since the 1930s and not all families can belong to the Poll & Racquet Club or vacation at the Cape or New Hampshire.

In response to an inquiry from Mr. David C. Harris, Mr. Zimbone, Finance Committee member, stated that 70% of the funding will come from the Community Preservation Act and 30% from general debt.

A motion to refer the subject matter of Article 30 to the Board of Selectmen, Park and Recreation Commission, and the Finance Committee for further study was offered by Mr. Gerald C. Rovner.

Mrs. Cynthia J. Chaston, member, Park and Recreation Commission, spoke in opposition to the motion to refer. She stated that if Town Meeting does not adopt this article tonight the Town will lose one or two swimming seasons. We have studied and studied this proposal.

Mr. Jeffrey D. Heller spoke in support of this proposal.

Mr. Gary C. Crossen, member, rose on behalf of the Community Preservation Committee to join Mrs. Chaston in urging support of this article. This proposal has been studied to death. We need this article.

A motion to move the previous question on all motions on the floor was offered by Mr. William R. Dermody. The motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt. The Moderator swore in Steven M. Rosenstock as teller. The motion was presented for the third time and carried by a count of hands. The hand count was Yes 154 – No 31. The motion carried by two-thirds vote.

The motion to refer was presented, but failed to pass by a voice vote declared by the Moderator.

The motion to amend was presented and carried by a voice vote declared by the Moderator.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt. The motion was again presented and carried by the required two-thirds vote. The hand count was Yes 139 – No 38.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of \$450,000 for design and engineering of Rosemary Pool and site, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and to

meet this appropriation that said sum be transferred from CPA Free Cash.

At 11:10 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Monday, May 11, 2015 at 7:30 P.M. at the James Hugh Powers Hall, Town Hall, and it was so voted by unanimous vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

ADJOURNED ANNUAL TOWN MEETING Monday, May 11, 2015

Pursuant to adjournment of the Annual Town Meeting held May 6, 2015 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall on Monday, May 11, 2015, at 7:30 P.M.

Check lists were used and 207 voters were checked on the list as being present, including 206 Town Meeting Members. 46 Town Meeting Members were absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

At the designation of Jennifer Hitt, Minister, Grace Lutheran Church of Needham and President of the Needham Clergy Association, the Reverend Donald P. Hammond, Pastor, Presbyterian Church of Needham, gave the invocation.

Unanimous consent was given to suspend the proceedings for the sixteenth Annual Richard Patten Melick Foundation awards. Paula R. Callanan, President of the Richard Patton Melick Foundation, Inc., explained that Richard P. Melick was the former Moderator in the Town of Needham for 35 years and this foundation was established in 1997 to recognize extraordinary leaders in the Town of Needham. Ms. Callanan presented the first award to Barry J. Coffman for his many volunteer activities in the Town of Needham. Barry's volunteer efforts have been primarily focused in youth sports, community service and town government. When the Needham Sports Council began its fundraising phase for the Field of Dreams project, Barry joined the board and helped reach the Council's goal of \$5,500,000 in private contributions for the \$7M project. His most significant volunteer activity has been as a member and past President of the Needham Community Council. During his 11 years on the board he oversaw the transition of the Council from its former home at 51 Lincoln Street to its current location at 570 Hillside Avenue. In addition to the Community Council, Barry has also served as a past board member of Needham Education Foundation and Needham Cares and is current treasurer of Needham Steps Up. He recently joined the Advisory Board of Beth Israel Deaconess Hospital - Needham.

Mr. James G. Healy presented the second Melick Award to Martin J. Cunniffe. Marty provided his initial Town volunteer

service by coaching Needham Youth Hockey and St. Bart's Youth Soccer. His self-proclaimed lack of familiarity with the ice and the field was more than up for by his enthusiasm and his love of the kids. Since 1984 he has volunteered as a member of the St. Bartholomew Parish choir, including many years as song leader. He has participated on the Parish Council, the Building Use and Planning Committee, and has been a vibrant leader in the Senior Social Club organizing the annual St. Patrick's Dinner and Show. Marty has provided assistance and companionship to those receiving home hospice care through the Good Samaritan Hospice program as well as volunteering with the Volunteers of America Grant program providing mentoring and guidance to inmates about to be released from the Norfolk County House of Correction. Perhaps most noteworthy is Marty's incredible service at Briarwood Healthcare and the Beth Israel Deaconess Hospital - Needham. Each and every week, Marty visits both, offering communion and the rosary, and providing support, comfort, and a welcoming ear to patients. He also leads a monthly sing-a-long. Congratulations are in order for both Barry J. Coffman and Martin J. Cunniffe. Ms. Callanan presented the following Town Meeting Members with a certificate of appreciation for twenty-five years of service to the community; Lawrence R. Cummings, Marjorie M. Margolis, Paul F. Denver, Maura O. Walsh, and Irwin Silverstein.

At 7:50 P.M. Mr. Maurice P. Handel moved that the Annual Town Meeting stand adjourned until such time as the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

RECORD OF SPECIAL TOWN MEETING Monday, May 11, 2015

Pursuant to a Warrant issued by the Selectmen April 7, 2015 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall, on Monday, May 11, 2015, at 7:30 o'clock in the afternoon.

Check lists were used and 207 voters, including 206 Town Meeting Members, were checked on the list as being present. 46 Town Meeting Members were absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Call to the Meeting and Officers Return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator requested and received unanimous consent to apply the same rules enacted for the Annual Town Meeting for the Special Town Meeting.

The Moderator announced that the proponents no longer have an interest in Article 2 and requested unanimous consent to withdraw this article. Town Meeting indicated that there were no objections to the withdrawal of Article 2 and it was unanimously voted to withdraw Article 2.

The Moderator announced that there were no articles subject to a motion to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the

cles and to refer to them by number only. Any Town Meeting member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated could be adopted by unanimous consent. There was no objection when the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the warrant by number commencing with Article No. 1. No Town Meeting Member responded with "question" or "debate" to articles 1, 2, 3, 5, and 6. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so voted unanimously that the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 1: APPROPRIATE FOR PLANNING CONSULTING ASSISTANCE

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$45,000 for the purpose of funding professional services for planning, zoning, and other land use initiatives, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$45,000 be transferred from Free Cash; or take any other action relative thereto.

TOWN CLERK'S RECORDS – 2015 SPECIAL TOWN MEETING

Article Information: The Planning and Economic Development Department requested additional funding in its operating budget for professional and technical assistance in support of planning and zoning initiatives, development applications, land use regulations, and related activities. For example, the Department is currently working with the Planning Board and Council of Economic Advisors on three rezoning initiatives in the Industrial and Industrial 1 Districts to spur economic growth. Planning consulting assistance funds would be used to conduct build-out and traffic analyses of the impacts of the proposed zoning. In addition, funds would be used to help the Department research and advise the appropriate boards when presented with complex development projects. An allocation of \$45,000 is recommended as a special warrant article for this purpose – the funds will then be available to be used as projects arise.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$45,000 for the purpose of funding professional services for planning, zoning, and other land use initiatives, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$45,000 be transferred from Free Cash.

ACTION : So voted by unanimous consent.

ARTICLE 2: AMEND THE FY2015 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2015 Operating Budget adopted under Article 11 of the May 2014 Annual Town Meeting, and amended under Article 3 of the October 27, 2014 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
	Group Health Insurance, Employee Benefits, and Administrative Costs	\$10,398,872	\$10,198,872
	Retiree Insurance & Insurance Liability Fund	\$4,940,198	\$5,140,198
	Reserve Fund	\$1,489,657	\$1,642,157
A	Public Facilities Salary & Wages	\$3,508,080	\$3,468,080
B	Public Facilities Expenses	\$4,559,068	\$4,599,068
A	Health Department Salary & Wages	\$589,840	\$581,340
B	Health Department Expenses	\$131,841	\$140,341

that \$152,500 be transferred from Overlay Surplus; or take any other action relative thereto.

Article Information: The intent of this article is to amend the Town's operating budget for FY2015. Most often such amendments involve moving funds from one appropriation line to another. In other cases, additional funds become available to address specific budget circumstances that require a Town Meeting appropriation. A total of \$152,500 of additional funding from Overlay Surplus has been identified and appropriated to the FY2015 Reserve Fund. The increase in the Reserve Fund will provide resources to reduce the amount of snow and ice removal costs that will need to be raised in FY2016.

This article would also transfer \$200,000 from Group Health Insurance, Employee Benefits & Administrative Costs to the Retiree Insurance and Insurance Liability Fund under which the Town funds its other post-employment benefit liabilities (OPEB). This transfer is possible based on current year-to-date expenses, and will further reduce the Town's liability. A transfer of \$40,000 from the Public Facilities Salary and Wages line to the Public Facilities Expense line will help defray the higher energy costs incurred this year. This article would also transfer \$10,000 from the Health Department Salary and Wages line to the Health Department Expense line for the purchase of new refrigerator and freezer units for the storage of vaccines. The Department was informed that it must upgrade its vaccine management program before 2016 in order to comply with Federal and State regulations. The funding includes purchase, delivery and installation of the two separate units, and an

allowance for building and wiring modifications. The proposed reductions to the Salary and Wages lines are possible because of vacancies that occurred earlier in the fiscal year.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2015 Operating Budget adopted under Article 11 of the May 2014 Annual Town Meeting, and amended under Article 3 of the October 27, 2014 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
3	Group Health Insurance, Employee Benefits, and Administrative Costs	\$10,398,872	\$10,198,872
4	Retiree Insurance & Insurance Liability Fund	\$4,940,198	\$5,140,198
10	Reserve Fund	\$1,489,657	\$1,642,157
28A	Public Facilities Salary & Wages	\$3,508,080	\$3,468,080
28B	Public Facilities Expenses	\$4,559,068	\$4,599,068
29A	Health Department Salary & Wages	\$589,840	\$581,340
29B	Health Department Expenses	\$131,841	\$140,341

and that \$152,500 be transferred from Overlay Surplus.

ACTION: So voted by unanimous consent.

ARTICLE 3: RESCIND DEBT AUTHORIZATIONS

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
Town Hall (GF Portion)	2009 ATM	35	\$4,100,000	\$425,000
Senior Center	2011 STM (Nov)	14	\$8,051,808	\$300,000
DPW Complex Renovation	2013 ATM	42	\$1,100,000	\$225,000
RTS Construction Equipment	2013 ATM	44	\$324,400	\$89,400
RTS Specialty Equipment	2011 ATM	43	\$152,000	\$152,000

or take any other action relative thereto.

Article Information: When a project is financed by borrowing, the project has been completed, and the bills have been paid, the balance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to rescind prevents the Town from borrowing the amount rescinded, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids. The rescission of the entire RTS specialty equipment authorization was requested by the Department of Public Works after a review of the operations by staff suggested that the purchase should be delayed until after a plan for the modernization of the RTS is complete.

MOVED: That the Town vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
Town Hall (GF Portion)	2009 ATM	35	\$4,100,000	\$425,000
Senior Center	2011 STM (Nov)	14	\$8,051,808	\$300,000
DPW Complex Renovation	2013 ATM	42	\$1,100,000	\$225,000
RTS Construction Equipment	2013 ATM	44	\$324,400	\$89,400
RTS Specialty Equipment	2011 ATM	43	\$152,000	\$152,000

ACTION: So voted by unanimous consent.

ARTICLE 5: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate \$17,475 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that \$8,380 be transferred from Article 38 of the 2003 Annual Town Meeting and \$9,095 be transferred from Article 38 of the 2004 Annual Town Meeting; or take any other action relative thereto.

Article Explanation: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the Capital Improvement Fund for the purpose of setting aside funds for future capital investment. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The balance in the fund as of March 31, 2015 is \$651,119. The recommend amount results from a residual balance in prior capital appropriations that have been completed and can be closed out.

MOVED: That the Town vote to raise, and/or transfer and appropriate \$17,475 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that \$8,380 be transferred from Article 38 of the 2003 Annual Town Meeting and \$9,095 be transferred from Article 38 of the 2004 Annual Town Meeting.

ACTION: So voted by unanimous consent.

ARTICLE 6: APPROPRIATE TO CAPITAL FACILITY FUND

To see if the Town will vote to raise and/or transfer and appropriate \$9,113 to the Capital Facility Fund as provided under provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003 and to meet this appropriation that \$9,113 be transferred from Article 60 of the 2006 Annual Town Meeting; or take any other action relative thereto.

Article Information: This Fund was established under Article 10 of the May 2007 Annual Town meeting, and is part of the Town's long-term strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are not available. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation or reconstruction relating to the structural integrity, building envelope or MEP (mechanical, electrical, plumbing) systems of then existing capital facilities. The balance in the fund as of March 31, 2015 is \$1,297,725. The recommend amount results from a residual balance in a prior appropriation that has been completed and can be closed out.

MOVED: That the Town vote to raise and/or transfer and appropriate \$9,113 to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003 and to meet this appropriation that \$9,113 be transferred from Article 60 of the 2006 Annual Town Meeting.

ACTION: So voted by unanimous consent.

At this time the Moderator proceeded with the remaining article in the Special Town Meeting:

ARTICLE 4: APPROPRIATE FOR OIL TANK REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$73,000 for the removal and replacement of the heating oil tank at the Emery Grover building, to be spent under the direction of the Town Manager, and to meet this appropriation that \$73,000 be transferred from Article 1 of the 2013 November Special Town Meeting; or take any other action relative thereto.

Article Information: The pipe that fills the heating oil tank at the Emery Grover building was discovered to be leaking in December of 2014, and oil was escaping into the surrounding soil. The Public Facilities Department installed a temporary 3,275 gallon above-ground fuel tank in order to maintain heat in the building. The new tank is expected to be a 2,500 gallon underground double-walled tank with overfill protection and leak detection monitoring. The original tank was a 1,000 gallon single wall steel tank. The larger tank will also allow the Town to reduce the number of deliveries.

MOVED:

Mr. Matthew D. Borrelli, Selectman, addressed this proposal on behalf of the Board of Selectmen. He noted that this proposal will replace a leaky oil tank at the Emery Grover building and will be a permanent replacement. The Board of Selectmen voted unanimously to recommend adoption.

Mr. Richard J. Lunetta, member, stated that the Finance Committee unanimously recommends adoption of this article.

In response to an inquiry from Mr. Irwin Silverstein, Mr. Borrelli indicated that the board does not know the exact condition of the oil tank but hope the appropriation is sufficient.

In response to an inquiry from Scott Brightman regarding the possible transition from oil to gas, Mr. Borrelli indicated they will look at that possibility for the future, but it is necessary to replace the oil tank now.

In response to an inquiry from Jr. Jeffrey D. Heller, Mr. Borrelli indicated that the temporary tank was only temporary. This tank is smaller requiring more delivered and takes up two parking spaces.

In response to an inquiry from Mr. Joshua W. Levy regarding the size of the temporary tank, Mr. Borrelli explained that the warrant article description should have read "three 275 gallon above-ground fuel tanks" and not a "3,275 gallon above-ground fuel tank".

ACTION: The main motion was presented and carried by majority vote declared by the Moderator on a voice vote.

At 8:30 P.M. Mr. Maurice P. Handel on behalf of the Board of Selectmen moved to dissolve the Special Town Meeting with the following Resolution:

THE FOLLOWING RESOLUTION

Was offered

In memory of

LeRoy (Roy) J. Nutile

WHEREAS: LeRoy J. "Roy" Nutile was born and raised in East Boston. He graduated from English High School and attended Boston College where he played in the Marching Band; and

WHEREAS: While Roy was at Boston College, he met his future wife, Eleanor Picariello, a Needham resident attending Boston University. In 1953, they married and settled in Needham, first on Hunnewell Street, then moving to a new home on Tudor Road where they raised their two sons Tom and Michael; and

WHEREAS: Roy was an agent for Metropolitan Life Insurance in Boston, where he earned the designation of Chartered Life Underwriter, the most respected designation of insurance expertise. Upon receiving his CLU, Roy began teaching courses at Boston University. After retiring from Metropolitan Life, Roy opened the Nutile Insurance Agency in Needham; and

WHEREAS: Roy was an accomplished musician, playing the baritone and tenor saxophones. In 1945 he and a friend started a 15 piece big band and performed together well into the 1950s. In 1970, while attending a meeting of Junior High School Band parents, he discovered that many Needham parents were also musicians. Hence, in 1970 the 15 piece swing band – the Roy Nutile Orchestra – was born. It became one of the region's most successful big bands, whose highlights were playing at the Hatch Shell on the Esplanade and at three Big Dig Bridge and Tunnel walk-through events in 2002; and

WHEREAS: Roy was active in many Needham organizations, serving as a member of the Needham Exchange Club, president of the Needham Pool and Racquet Club, president of the Metropolitan Life Veterans Association,

and as a lifelong member of the Village Club; and

WHEREAS: Roy Nutile served as Town Meeting Member from Precinct H from 1972 to 2003.

NOW THEREFORE, be it resolved by this body that the May 11, 2015 Special Town Meeting be dissolved in honor of the civic and community contributions of Roy Nutile to the Town of Needham.

ACTION: at 8:30 PM the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

The Moderator called the Annual Town Meeting back into session at 8:00 P.M., declared a quorum to be present, and requested the Town Clerk to so record. Discussion commenced under Article 31 upon the dissolution of the Special Town Meeting called for Monday, May 11, 2015 at 7:30 P.M..

ARTICLE 31: APPROPRIATE FOR NEWMAN ATHLETIC FIELDS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,527,000 for Newman School Athletic Fields renovation, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

Article Information: This article will fund the reconstruction of athletic fields behind the Newman School. Two 60' diamonds and a large multi-purpose field will be rebuilt, solving a constant issue with water retention, and providing drier fields for more consistent use. A pedestrian path will be added around the fields for personal fitness and school activities. The project has gone through a year-long design process, including permitting.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$1,527,000 for Newman School Athletic Fields renovation, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash.

Mr. Peter Oehlkers, member, addressed this proposal on behalf of the Community Preservation Committee. This project will reconstruct with soil amendments and a proper drainage system the two 60' diamonds and the multi-purpose field. A walking path will be added for school activities, personal fitness and special events. He explained that this project has gone through the design process including permitting.

Ms. Marianne B. Cooley, Selectman, recommended adoption on behalf of the Board of Selectmen.

Ms. Lisa W. Zappala, member, advised that the Finance Committee voted unanimously to recommend adoption of this article.

ACTION: The main motion was presented and carried by majority vote declared by the Moderator on a voice vote.

ARTICLE 32: APPROPRIATE FOR EASTMAN CONSERVATION AREA

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$800,000 for the reconstruction of the Eastman Conservation Area, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

Article Information: This project includes the construction of improvements on the trail system that is part of the Science Center curriculum for the schools, with a variety of natural habitats situated within the trail. The Eastman Conservation Area is situated at the Newman School, and the project was designed in conjunction with the Newman Athletic Fields project. The existing sidewalks would be removed and ADA access would be provided throughout the trail, so that all students can reach the teaching areas. The project has gone through a year-long design process, including permitting.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$800,000 for the reconstruction of the Eastman Conservation Area, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash.

Mr. Mark J. Gluesing, member, addressed this proposal on behalf of the Community Preservation Committee. This proposal will provide improvements on the trail system that is part of the Science Center for the schools and is located behind the Newman School. The trail will have ADA accessibility. The project has gone through the design process including permitting.

Ms. Marianne B. Cooley, Selectman, stated that the Board of Selectmen urges adoption of this article.

Ms. Lisa W. Zappala, member, stated that the Finance Committee reviewed this proposal with the Park and Recreation Commission. This project has completed the design process including permitting and is ready for construction.

ACTION: The main motion was presented and carried by majority vote declared by the Moderator on a voice vote.

ARTICLE 33: APPROPRIATE FOR MILLS FIELD

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$510,000 for Mills Field Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

Article Information: This project would support improvements to Mills Field, including an increase in available parking, renovation of the basketball court, installation of a single unit restroom, and

replacement of the sod on the 60' diamond. The project has gone through a year-long design process.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$510,000 for Mills Field Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash.

Mr. Reginald C. Foster, member, addressed this proposal on behalf of the Community Preservation Committee. This proposal will construct additional parking and improve other existing parking areas at Mills Field. The tennis courts were rebuilt a couple of years ago. This will also include the re-sodding of the 60' diamond, a renovation of the basketball court, and the addition of a modular restroom building. CPC voted unanimously to approve this project and urged support of Article 33.

Mr. John A. Bulian, Selectman, stated that the Board of Selectmen voted unanimously to recommend adoption of this article.

Ms. Lisa W. Zappala, member, advised that the Finance Committee reviewed this proposal with the Park and Recreation Commission. The project has completed the design and permitting process.

In response to an inquiry from Mary Anne MacMahon, Mr. Foster advised that the residents were not part of the current design process but were part of an earlier review.

In response to an inquiry from Mr. Phillip R. Murray, Town Manager, Kate Fitzpatrick, stated that the town Charter says the Town Manager oversees all monetary projects. In reality, many departments are involved.

In response to an inquiry from David C. Harris, Mr. John A. Bulian, Selectman, field lights were not included at this time.

ACTION: The main motion was presented and carried by majority vote declared by the Moderator on a voice vote.

ARTICLE 34 was previously adopted on Monday, May 4, 2015 by unanimous consent.

ARTICLE 35: APPROPRIATE FOR BOAT LAUNCH

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$30,000 for Boat Launch Improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

Article Information: This article will fund the design of improvements to the existing Charles River boat launch on South Street, near Dedham Avenue. The intention is for the area to be pedestrian-friendly, and to make it easier to access the river to launch small boats. The funds will support both the design and permitting of the proposed improvements.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$30,000 for Boat Launch Improvements, to be spent under the direction of the Town Manager, and to meet

this appropriation that said sum be transferred from CPA Free Cash.

Mr. Gary C. Crossen, Vice Chairman, addressed this proposal on behalf of the Community Preservation Committee. This project will fund the design of improvements to the existing Charles River boat launch on South Street, near Dedham Avenue and will increase usage by improving access for canoes, kayaks and other small boats as well as pedestrians.

Mr. Matthew D. Borrelli, Selectman, noted that Needham is surrounded by the Charles River and improving an existing boat launch area is appropriate. The Board of Selectmen unanimously seeks the support of Town Meeting.

Lisa W. Zappala, member, advised that the Finance Committee reviewed this proposal with both the Park and Recreation Commission and the Community Preservation Committee. The Finance Committee voted unanimously to recommend adoption of this article.

In response to an inquiry from Robert J. Dermody, Mr. Crossen stated that they do not know future construction costs at this time.

In response to an inquiry from Sherman H. Grossman regarding the need for a second boat launch (in addition to Red Wing Bay), Mr. Paul J. Durda noted that he likes to Kayak and you can't get from one launch to the other on the Charles River. He hopes this article is approved.

In response to several inquiries, Mr. Matthew D. Borrelli, Selectman, noted that the Community Preservation Committee held a public hearing on improving the area leading to the South Street near Dedham Avenue boat launch.

After a lengthy discussion, a motion to move the previous question was offered by Risa J. Greendlinger. The motion was presented and passed by the required two-thirds vote on a voice vote.

ACTION: The main motion was presented and carried by majority vote declared by the Moderator on a voice vote.

ARTICLE 36 was previously adopted on Monday, May 4, 2015 by unanimous consent.

ARTICLE 37: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to M.G.L. Chapter 44B from the estimated FY2016 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee \$82,000

Reserves:

B. Community Preservation Fund Annual Reserve \$1,448,606

C. Community Housing Reserve	\$281,353
D. Historic Resources Reserve	\$0
E. Open Space Reserve	\$281,353

or take any other action relative thereto.

Article Information: Town Meeting and voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the Community Preservation Committee (CPC) and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Annual Reserve.

MOVED : That the Town vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to M.G.L. Chapter 44B from the estimated FY2016 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee \$82,000

Reserves:

B. Community Preservation Fund Annual Reserve	\$1,448,606
C. Community Housing Reserve	\$281,353
D. Historic Resources Reserve	\$0
E. Open Space Reserve	\$281,353.

Ms. Adelaide "Lita" C. Young, member, addressed this proposal on behalf of the Community Preservation Committee. At this time she thanked the departments and staff for their help answering questions and providing assistance to the Community Preservation Committee.

Mr. John A. Bulian, Selectmen, advised that the Board of Selectmen recommends adoption of this proposal.

Ms. Louise L. Miller, member advised that the Finance Committee voted unanimously to recommend adoption of this proposal.

ACTION: The main motion of this article was presented and carried by unanimous vote.

ARTICLE 38: HOME RULE PETITION/CONSTRUCT ADDITIONS TO HIGH SCHOOL UNDER GL CH 149A

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as

ows. The General court may make only clerical or editorial changes of form to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of the petition.

ACT AUTHORIZING THE TOWN OF NEEDHAM TO ENTER INTO A CONTRACT AND CONSTRUCT AN ADDITION AND ALTERATIONS TO NEEDHAM HIGH SCHOOL UNDER THE PROVISIONS OF GENERAL LAWS CHAPTER 149A.

it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The provisions of General Laws Chapter 149A notwithstanding, the Town of Needham is authorized to construct an addition and alterations to the Needham High School that includes permanent classrooms and an expansion of the cafeteria under the provisions of General Laws Chapter 149A even though the costs are estimated to be less than \$5,000,000.

SECTION 2. This act shall become effective upon final passage.

Article Information: The Permanent Public Building Committee is currently studying the need for the renovation and addition to Needham High School, including expansion of the cafeteria and addition of classroom space. The project schedule would require construction during the summer to open the school in September. Due to the compressed schedule, the PPBC recommends that the project be constructed under the "Instruction Manager at Risk" method. Because State law does not allow the Town to utilize this method for projects estimated to cost less than \$5 million, a home rule petition seeking Legislative approval is required.

MOVED: That the Town vote to authorize the Board of Selectmen to petition the General Court, in compliance with Article (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General court may make only clerical or editorial changes of form to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of the petition.

ACT AUTHORIZING THE TOWN OF NEEDHAM TO ENTER INTO A CONTRACT AND CONSTRUCT AN ADDITION AND ALTERATIONS TO NEEDHAM HIGH SCHOOL UNDER THE PROVISIONS OF GENERAL LAWS CHAPTER 149A.

it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The provisions of General Laws Chapter 149A notwithstanding, the Town of Needham is authorized to construct an addition and alterations to the Needham High School that includes permanent classrooms and an expansion of the cafeteria under the provisions of General Laws Chapter 149A even though the costs are estimated to be less than \$5,000,000.

SECTION 2. This act shall become effective upon final passage.

ARTICLE 38 was previously withdrawn on Monday, May 4, 2015.

ARTICLE 39: APPROPRIATE FOR HIGH SCHOOL EXPANSION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$500,000 for engineering and design for High School expansion, to be spent under the direction of the Town Manager, and that \$276,000 be transferred from Free Cash, \$38,046 be transferred from Article 3 of the 2008 May Special Town Meeting, \$10,086 be transferred from Article 32 of the 2008 Annual Town Meeting, \$11,319 be transferred from Article 5 of the 2008 October Special Town Meeting, \$17,070 be transferred from Article 45 of the 2009 Annual Town Meeting, \$6,076 be transferred from Article 33 of the 2010 Annual Town Meeting, \$68,385 be transferred from Article 9 of the 2009 November Special Town Meeting, \$12,305 be transferred from Article 39 of the 2013 Annual Town Meeting, and \$60,713 be transferred from Article 1 of the 2013 November Special Town Meeting; or take any other action relative thereto.

Article Information: This project funding would be for design of added classroom and cafeteria space at Needham High School.

The preliminary concept for classroom expansion would include the installation of new classroom, storage space, and circulation representing between 6,500 - 8,100 s.f. of space. The Permanent Public Building Committee is in the process of overseeing a feasibility study to determine the best plan for the installation of classrooms. The cafeteria project includes the expansion of the existing cafeteria and server area. The preliminary scope includes: adding 2500 s.f. to the existing cafeteria space and creating an expanded seating area; reconfiguring the seating by replacing round tables with bench-style seats; reconfiguring table placement and installing counters with moveable chairs around the periphery of the dining room; adding a sixth cash register and pushing the cash register lines out of the server area and into the dining room; reconfiguring the serving line to allow for better student flow; and upgrading furnishings and fixtures in the dining room area. All features of the High School classroom expansion project are subject to decisions made after the feasibility report is complete. It is anticipated that project funding for construction would be brought before the fall, 2015 Special Town Meeting after bids are received.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$500,000 for engineering and design for High School expansion, to be spent under the direction of the Town Manager, and that \$276,000 be transferred from Free Cash, \$38,046 be transferred from Article 3 of the 2008 May Special Town Meeting, \$10,086 be transferred from Article 32 of the 2008 Annual Town Meeting, \$11,319 be transferred from Article 5 of the 2008 October Special Town Meeting, \$17,070 be transferred from Article 45 of the 2009 Annual Town Meeting, \$6,076 be transferred from Article 33 of the 2010 Annual Town Meeting, \$68,385 be transferred from Article 9 of the 2009 November Special Town Meeting, \$12,305 be transferred from Article 39 of the 2013 Annual Town Meeting, and \$60,713 be transferred from Article 1 of the 2013 November Special Town Meeting.

The following motion to amend was offered by Marianne B. Cooley: that the main motion under Article 39 be amended by deleting the sum "\$500,000" and inserting in place thereof the sum "\$150,000", and by inserting the word "cafeteria" between the words "High School" and the word "expansion", and

by inserting after the words "Town Manager" the words "and Permanent Public Building Committee" and by deleting the phrase "\$276,000 be transferred from Free Cash," and by deleting the sum "\$68,385" and inserting in place thereof the sum "\$67,403" and by deleting the phrase "\$12,305 be transferred from Article 39 of the 2013 Annual Town Meeting, and "\$60,713 be transferred from Article 1 of the 2013 November Special Town Meeting,"

Ms. Marianne B. Cooley, Selectman, advised that this is the first step in addressing the overcrowding at the High School and that the School Committee will be coming back in the fall. Unanimous consent was given to allow Dan Gutekanst, Superintendent of Schools and non-resident to address Town Meeting.

Mr. Gutekanst thanked Town Meeting and Needham residents for supporting the Needham Schools. He presented the report on the High School noting that by this fall, 90% of all space will be used. The High School is a school building that supports exceptional fine arts and music instruction; innovative programming like robotics, Da Vinci's Workshop, and the Greater Boston Project; challenging courses like AP Calculus, Physics, and English Composition; and resources for our growing English Language Learner and Special Education programs.

It's pretty clear that your planning just ten years ago allowed this community to build an affordable high school to meet the needs of Needham's young people.

Yet this community continues to grow: Since the 2005-06 school year, student enrollment has increased throughout the district by 556 students. And the year Needham High School was dedicated, it opened with 1,404 students; this year there are 1,614 enrolled and it continues to grow. In fact, due to increased enrollment, curriculum reforms, and state mandates, Needham High School now lacks sufficient space to meet the current and projected needs of its students, staff, and families. The community's expectation for a high performing high school cannot be met within the existing cafeteria or classroom spaces. For the next ten years the school's enrollment is projected to average 1,652 - well above the school's design capacity - and then is projected to increase after that. So what does having over 200 more students in the building mean to the educational program? What does it mean to students? How does it impact their learning?

Fortunately, creative and intelligent teachers and administrators work very hard to ensure student learning is minimally impacted by space constraints. Because of the care and planning that goes into the schedule, students receive a quality education.

But there are space constraints. Careful planning and the resourcefulness of the staff mean that outside storage, the use of the gym to store equipment, closet space turned into small classrooms, and the use of conference rooms for classes and tutoring have become the new normal. Allowing juniors to eat lunch off campus helps ease overcrowding in the cafeteria.

It is increasingly difficult to schedule and maintain a comprehensive, student-centered, and collaborative educational program for students and staff, especially in math, English, science, social studies, and foreign language. Thanks to this Town Meeting, however, this summer we will carve out up to five additional classroom spaces for students.

Now this will mean displacing existing computer rooms, language lab, and storage, but we need to do what we reasonably can. And as you can see from the table, we anticipate next year 90% of all spaces will be utilized, limiting flexibility in scheduling and programming. (The MSBA standard, by the way, is 85% and our peers in surrounding communities average 85% utilization.) As a result, we may have to limit the number of sections of certain courses due to space limitations.

The space limitations also mean that the number of classes with 28 or more students is also increasing over time. In fact, in the last five years the number of math, social studies, English, and foreign language sections with 28 or more students has more than quadrupled. Large class sizes limit student-teacher interaction, instruction, and personalization.

Over half of the faculty is scheduled into two or more spaces, resulting in less preparation time for travel and classroom prep, limited space for teacher/student conferencing and tutoring, and the loss of an effective and personalized learning environment. Students report abrupt and limited conversations due to teachers moving back and forth between classrooms.

The cafeteria is undersized and during most lunches the number of students assigned exceeds the café's maximum occupancy of 488. For example, the second lunch seating has an average of 620 students assigned. This is somewhat ameliorated on nice days in the fall and spring when students can sit outside or if some upperclassmen opt to go off campus. The school, however, can no longer simply add seats; additional space must be provided. So, what is the need? How do we move forward? As your superintendent, I can tell you that it is clear to me that additional cafeteria and core classroom space is required to address the school's anticipated and sustained enrollment in excess of 1,650 students. This is a need now and will continue to be a need in the future. Further, it is not just a matter of squeezing more students in or pushing existing programs and work areas out; the need to reclaim conference rooms, work areas, and create additional classrooms is necessary. A study, funded by the Finance Committee out of the Reserve Fund last fall has only recently been delivered and, it outlines a total cost of additional cafeteria space and six new classrooms at \$6.7 million, an amount that exceeds the capital plan by \$2 million. There simply has not been sufficient time to process and discuss the report with appropriate Town boards and this Town Meeting, especially the implications of these costs.

Having received general support from both the Selectmen and Finance Committee to address space needs in a timely and efficient manner and learning that the Finance Committee would support an additional reserve fund transfer to allow additional work to consider space needs and alternatives, the School Committee, wishing to immediately address the occupancy issues in the cafeteria, has voted to support the amendment of Article 39 to ask for cafeteria design funds only. If construction funds are approved next fall, an expansion of the café will occur in the summer of 2016.

I have advised the School Committee that I believe this is an important first step in addressing core space needs at Needham High School. Further study next year, along with additional enrollment information, will allow the School Committee to recommend to Town Meeting a comprehensive request for design funds that is prudent and meets the school's core academic program needs. It makes sense to move forward now in this way to ensure the long term needs of the high school can be addressed. Mr. Gutekanst

anked Town Meeting and recommended adoption of this proposal.

Mr. Richard A. Zimbone, member, stated that the Finance Committee does not recommend adoption of the main article, but does approve the amendment in the amount of \$50,000. The Finance Committee concurs that addressing the overcrowding of the High School cafeteria is necessary. However, the classroom expansion portion needs further study. The Future School Needs Committee has recently forecast a decrease in High School enrollment to approximately 1600 students - down from previous forecasts of student enrollment at the High School. The second area of uncertainty is the High School costs. The Finance Committee voted unanimously against supporting the original article, but unanimously supports the amendment.

Several Town Meeting members rose in support of the amendment urging the Finance Committee and the School Committee to work together to bring this back to Town Meeting.

In response to an inquiry from John H. Cogswell, Marianne B. Cooley, Selectman, noted that the challenge is not knowing the number of classrooms needed at the time and accurate figures are needed to be ready for next Spring's Town Meeting.

Speaking in favor of the original motion were Jody Ann Rooney, Katy M. Dirks, Irwin Silverstein and Deborah S. Annick. Holly Anne Clarke rose in support of the amended motion.

After a lengthy discussion, a motion to move the previous question was offered by Ford H. Peckham. The motion which required a two-thirds vote, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt. Carol A. Fachetti was sworn in as teller by the Moderator. The motion was presented for the third time and carried by the required two-thirds vote. The hand count was Yes 138 - No 56.

The motion to amend was presented and carried by majority vote declared by the Moderator on a voice vote.

ACTION: The main motion, as amended, was presented and carried by majority vote declared by the Moderator on a voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of \$150,000 for engineering and design for High School cafeteria expansion, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and that \$38,046 be transferred from Article 3 of the 2008 May Special Town Meeting, \$10,086 be transferred from Article 32 of the 2008 Annual Town Meeting, \$11,319 be transferred from Article 5 of the 2008 October Special Town Meeting, \$17,070 be transferred from Article 45 of the 2009 Annual Town Meeting, \$6,076 be transferred from Article 33 of the 2010 Annual Town Meeting, \$67,403 be transferred from Article 9 of the 2009 November Special Town Meeting.

ARTICLE 40 was previously adopted on Monday, May 4, 1025 by unanimous consent.

ARTICLE 41: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate \$1,941,411 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto:

Group	Description	Recommended	Amendment
General Government	Mail Processing Machines	\$30,645	
General Government	Network Hardware, Servers & Switches	\$30,000	
Public Schools	Copier Replacement	\$62,740	
Public Schools	Furniture	\$45,405	
Public Schools	Technology Replacement	\$403,000	
Public Works	Fuel System Software/Hardware Upgrade	\$94,500	
Public Works	Mobile Column Lifts	\$73,500	
Public Works	Fleet Replacement Program	\$1,077,249	
Public Facilities	Energy Efficiency Upgrade Improvements	\$96,323	
Public Facilities	Fleet Replacement Program	\$28,049	
		\$1,941,411	

Article Information:

MAIL PROCESSING MACHINE REPLACEMENT This article would fund the replacement of two pieces of equipment - folding/stuffing and mail - used by the Information Technology Center (ITC) to support multiple departments. The folding/stuffing machine is used for various tasks by the ITC in support of the Finance Department and in response to requests from external departments. The mail machine is used daily in support of multiple departments for postage and mailing.

NETWORK HARDWARE SERVERS AND SWITCHES The request is to replace older servers, both application and data, with newer, faster, and more energy efficient models including hardware to install virtualization software. This funding also supports the replacement of the spam filter, virus firewall, and internet filtering, and older network switches that connect buildings, departments, and workstations throughout the Town. Newer models of both servers and switches will be better able to take advantage of the Town fiber network and increase the speed of data within the Town's fiber network. Not replacing or updating this equipment can have an adverse effect on email operability, financial applications, internet access, data accessibility, and backups between the Town's datacenters.

SCHOOL COPIER REPLACEMENT In May 2003, Town Meeting authorized \$60,000 in first-year funding to establish a replacement cycle for school photocopiers. School photocopiers are located in all of the schools and the administration building, and are used both by administrative and teaching staff. Teachers use the machines to reproduce classroom materials, including homework sheets, exams, teaching packets, etc. Currently, the School Department owns 48 copy machines. The FY2016 request replaces four copy machines. Copier replacement is planned on a lifecycle analysis, which projects when a copier should be replaced based on actual usage and the manufacturer's total estimated capacity. Copiers that are heavily used are replaced more frequently than copiers that are lightly used. A seven-year maximum duty life is assumed for most machines, even if they have not yet reached maximum copy allowances, given the additional operating expense associated with servicing and maintaining older equipment, as well as the difficulty in obtaining replacement parts. This analysis assumes that copiers are redeployed around the District, as needed, to match copier use with equipment capacity.

SCHOOL FURNITURE This request continues the replacement cycle for school furniture in poor and fair condition at Hillside, Mitchell, Newman and Pollard Schools. In these schools, furniture is 10-20+ years old and in a state of disrepair after decades of heavy use. In FY2005, Town Meeting approved funding to begin the replacement of furniture in poor condition. By FY2015, all furniture in poor condition will have been replaced at these schools. The FY2016 funding request will continue with the replacement of furniture in fair condition at these schools and will allow for the purchase of furniture needed for enrollment growth. In addition, these funds would be used for new classroom furniture as needed.

TECHNOLOGY REPLACEMENT The Technology Replacement Program includes the School Department's regular replacement cycle for technology devices, including computers, printers, and servers. The request includes:

Hardware Replacement The FY2016 request is \$222,000 for 226 replacement devices: 35 teacher and administrator computers and 191 lab/classroom computers at Broadmeadow, Mitchell, Newman, and the High School. The majority of the computers being purchased will be deployed at the High School – FY2016 represents the second year of the anticipated five-year timeframe to replace the High School computers. The student stations will be replaced in critical lab locations.

Printer Replacement This portion of the request totals \$12,000 in FY2016. The School Department is in the process of changing its printer replacement strategy to incorporate fewer, more efficient and more cost effective printers. The Department has moved to a shared printing model for Pollard teachers and is planning to do the same for the Mitchell School. The FY2016 request includes the replacement of 36 printers throughout the District.

Interactive Whiteboard and Projector Replacements This is a new category of the technology replacement program. During the past year, the Department has experienced the failure of some of the early installations of LCD projectors and SMART Boards. Summer maintenance has revealed a significant number of possible failures that are still being assessed at Eliot, Hillside, Newman, Pollard and the High School. The FY2016 funding request for replacement is \$75,000.

Infrastructure Hardware Infrastructure hardware includes servers, network hardware and wireless infrastructure. The server request for FY2016 is \$30,000 and includes the replacement of servers that have been running 24/7 for three and four years. The servers will be repurposed to less critical functions for two and three years respectively. The network hardware request includes \$27,000 in FY2016: \$5,000 for UPS replacements and upgrades, as well as funds to update switches. Last year, the District began to update its switches to accommodate growing Internet bandwidth requirements, completing the 1 GB to 10 GB upgrade at the core and the head end room. In FY2016, \$12,000 is allocated to complete the Eliot backup installation. In addition, there is a need to replace many of the switches around the district. Switches are typically installed as part of building projects and have not been included as part of the replacement cycle in the past. The request includes \$10,000 for this purpose. Finally, the request includes \$37,000 for the expansion of wireless infrastructure to support Internet functions at the Broadmeadow and Eliot elementary schools.

FUEL SYSTEM SOFTWARE/HARDWARE UPGRADE This project will improve the Town's fuel management system. The Town currently utilizes a fuel dispensing system ("Gasboy") that is outdated and requires manual entry and authentication by vehicle drivers. The current operating system is no longer fully supported by the manufacturer. This upgrade of the fuel management system and software will provide more automated control of fuel. It will allow for quicker fueling by eliminating manual entry, reduce input errors, and will provide for more accurate reporting data of fuel usage. Additionally, hardware installed in late model equipment (1996 and newer) will automatically report vehicle information to the system for maintenance planning at the time of fueling, including: mileage, maximum vehicle speed, oil level and pressure, check engine light status, and any faults. The fuel system hardware can be removed and installed at a new location if deemed

appropriate in the future, and the software is capable of managing multiple fueling locations. This upgrade will provide for the installation of 10 automotive modules into vehicles/equipment, 240 fuel keys for vehicles/equipment, new nozzles, fuel island controls and kiosk, and a hard and/or wireless data connection.

MOBILE COLUMN LIFT This request would replace an existing permanently-mounted above ground automotive lift with a portable mobile four column lift. The existing 7,000 lb. two post automotive lift is unable to lift many vehicles and equipment serviced by the DPW. The lift is also outdated and in need of repairs. Parts are unavailable, and would need to be manufactured for needed repairs. The original lift was acquired second hand from a school program. A mobile four column lift will lift all the vehicles currently serviced, and will provide greater flexibility by allowing vehicles to be lifted on any flat surface. It can be used in any of the bays, and can be used to service vehicles in the DPW yard. This lift will come with additional jack stands so that vehicles can be raised, evaluated, and remain on those stands while waiting for parts. This will increase efficiency as vehicles will not need to be raised and lowered more than once in order to perform maintenance on multiple pieces of equipment.

FLEET REPLACEMENT - SPECIALIZED EQUIPMENT Unless circumstances require otherwise, the fleet replacement – Specialized equipment planned for FY2016 includes the following:

Unit	Division	Year	Existing Description	Request Description	Miles/Hours	Cost
7	DPW Highway	2000	International 4900 Dump	International 7300 Dump	43,414	\$219,746
49	DPW Highway	2002	Volvo Tractor	International 7600 Multi-body Dump	98,562	\$269,930
73	DPW Parks	2008	Ford F-350 Dump	Ford F-550	42,648	\$78,296
74	DPW Parks	2008	Ford F-350 Dump	Ford F-550 / Hook Loader	48,043	\$104,102
75	DPW	2008	Ford F-550 Dump	Ford F-550	37,353	\$78,296

FLEET REPLACEMENT - SNOW AND ICE EQUIPMENT Unless circumstances require otherwise, the fleet replacement – Snow & Ice equipment planned for FY2016 includes the following:

Unit	Division	Year	Existing Description	Request Description	Miles/Hours	Cost
106	DPW Highway	2002	Sidewalk Tractor/Track	Same or Similar	1,017	\$152,912
117	DPW Highway	2000	Sidewalk Tractor	Same or Similar	1,135	\$173,967

CORE FLEET REPLACEMENT Unless circumstances require otherwise, the core fleet replacement planned for FY2016 includes the following:

Unit	Division	Year	Existing Description	Request Description	Miles/Hours	Cost
705	Public Facilities	2006	Ford Econ Van E250	Same or Similar	57,460	\$28,049

PUBLIC FACILITIES ENERGY EFFICIENCY UPGRADE IMPROVEMENTS The May, 2011 Special Town Meeting appropriated funding for an engineering study for energy upgrades at ten key buildings. The results of this study illustrate that the Town's investment in selected and recommended energy upgrades will pay for themselves within 10 years. FY2016 represents the third year of a five year plan. Unless circumstances dictate otherwise, FY2016 funding is targeted for retro-commissioning the HVAC controls at the Eliot School and converting lighting to more energy efficient induction lighting at the Eliot School and at Fire Station #2.

RECOMMENDED: That the town vote to raise and/or transfer and appropriate \$1,941,411 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash.

Group	Description	Recommended	Amendment
General Government	Mail Processing Machines	\$30,645	

General Government	Network Hardware, Servers & Switches	\$30,000	
Public Schools	Copier Replacement	\$62,740	
Public Schools	Furniture	\$45,405	
Public Schools	Technology Replacement	\$403,000	
Public Works	Fuel System Software/Hardware Upgrade	\$94,500	
Public Works	Mobile Column Lifts	\$73,500	
Public Works	Fleet Replacement Program	\$1,077,249	
Public Facilities	Energy Efficiency Upgrade Improvements	\$96,323	
Public Facilities	Fleet Replacement Program	\$28,049	
		\$1,941,411	

Mr. Maurice P. Handel, Chairman, addressed the Cash Capital funding proposal which is now combined under one article on behalf of the Board of Selectmen. He noted that the five-year Capital Budget for fiscal years 2016 – 2019 was released in January, 2015. The Board of Selectmen unanimously recommend adoption of this proposal.

Ms. Louise L. Miller, member, recommended adoption of Article 41 on behalf of the Finance Committee.

Mrs. Deborah S. Winnick rose to commend and thank our town employees and volunteers on the hard work they do for this community.

Mr. Sherman H. Grossman expressed concern with the whiteboard failures and questioned if any warranty was pursued. Mr. Handel advised that the whiteboards are five to seven years old and the warranty is usually seven years.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 42: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,453,500 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation that \$453,500 be transferred from Free Cash and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,000,000 under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article Information: The Public Works Infrastructure Program allows the Department of Public Works to make improvements and repairs to Town infrastructure, including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts.

STREET RESURFACING This program is intended to improve the structural and surface integrity of the Town's 123 linear miles of accepted streets. The primary strategy of this program is asphalt paving and incidental work. Incidental work may include asphalt berm curb, new grass shoulders, corner reconstruction including handicapped ramps, minor drainage improvements, street sign replacement, traffic markings, and signs. Applying this repair strategy in a timely manner will extend the useful life of roadways for up to 15 years. Installing a monolithic asphalt berm curb better defines the edge of road, improves drainage and protects the shoulder from erosion. Target funding for street resurfacing in FY2016 is \$475,000.

TRAFFIC SIGNAL & INTERSECTION IMPROVEMENTS This program funds traffic signal improvements and intersection improvements, and new traffic signal installations where none

currently exist. No funding is targeted for this program in FY2016.

SIDEWALK PROGRAM This Program funds improvements to the network of sidewalks throughout the community. There are over 160 miles of accepted sidewalks in Needham, and more than half do not comply with current standards and require significant improvements including the installation of handicapped ramps. All sidewalk improvements must comply with Federal and State laws and construction standards. Current estimates have identified over \$20,000,000 in backlogged sidewalks in need of repair. Unless circumstances dictate otherwise, the target funding for the sidewalk program in FY2016 is \$225,000.

STORM DRAIN CAPACITY IMPROVEMENTS This program provides funding to improve roadway drainage capacity. The 2002 Stormwater Master Plan identified a number of areas throughout Needham where improvements are required to resolve flooding problems and remove illicit discharge. Locations for improvements have been prioritized within the plan. Since the issuance of the Stormwater Master Plan, numerous multi-unit developments have been built or are planned in the Town. These developments include new roads with drainage structures and roof or sump connections that are then connected to existing Town systems. These new connections have increased the load on the Town's drainage system and caused flooding in some areas. Unless circumstances dictate otherwise, FY2016 funding is targeted for the Greendale Avenue area (engineering - \$120,000 and construction - \$350,000).

STORM DRAIN SYSTEM REPAIRS This program provides funding to repair failing storm drainage infrastructure within Town easements that have been discovered through investigation work. These projects will include the replacement of existing culverts that have deteriorated over time and are restricting flow. This work will eliminate flooding and capacity issues in the

mediate vicinity. FY2016 funding is targeted for the replacement of ten feet of pipe underneath a culvert on Edgewater Drive, the replacement of a badly damaged 100 foot section of "reinforced concrete drain pipe within a Town easement adjacent to 470 South Street, and various small projects related to Labor Day 2013 storm drainage remediation (\$203,500).

BROOKS AND CULVERTS – REPAIR AND MAINTENANCE

This program addresses poorly draining brooks, streams, waterways and culverts throughout the Town that have been severely damaged by heavy rains/storms in the past. Flooding has caused the failure of retaining walls, resulting in extensive erosion and silt deposits in brooks and streams. The silt has provided a medium for vegetation and affected the flow of water, and the saturation has resulted in the loss of useable abutting property and flooded basements. Brook and culvert repair and maintenance is a component of the Town's NPDES permit under Environmental Protection Agency (EPA) regulations. Unless circumstances dictate otherwise, FY2016 funding is planned for continued wall repair along Rosemary Brook (\$80,000).

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$1,453,500 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation that \$453,500 be transferred from Free Cash and the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,000,000 under M.G.L., Chapter 44, Section 7.

Mr. John A. Bulian, Selectman, stated that the Board of Selectmen unanimously recommends adoption of this proposal.

Mr. Richard M. Reilly, member, advised that this is a standard article and that the source of funding has been changed from debt funding to cash funding.

In response to an inquiry from Adelaide "Lita" C. King, Mr. Bulian advised that many of the orange "caution" areas will be repaired under this article and there is an inventory of roads needing repair. He also advised Holly Anne Burke that other work is being done under this article.

In response to an inquiry from Sherman H. Grossman, Mr. Bulian explained that there is no signalization plans at the intersection of Highland Avenue and West Street at this time. He suggested Mr. Grossman address this concern to the Traffic Management Committee.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 43: APPROPRIATE FOR CENTRAL AVENUE/ELLIOT STREET BRIDGE CONSTRUCTION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$2,000,000 for reconstruction and repair of the Central Avenue/Elliott Street bridge, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7, or to take any other action relative thereto.

Re Information: In the spring of 2013, the Central Avenue/Elliott Street Bridge was identified by the State as having

structural deficiencies. The Town of Needham and the City of Newton engaged a structural engineer to further evaluate the bridge. The monitoring that was conducted provided sufficient information for the two communities to determine the type of repairs needed. While less extensive than the worst case scenario of a total replacement, the repairs will require that the bridge be shut down for a period of time. The construction estimate for the project is based on the cost of rehabilitation, which is referred to as the "root canal" approach. This will require supporting the structure, removing the asphalt and dirt interior of the bridge and replacing it with concrete. This methodology also accounts for the need to preserve the historic nature of the bridge. The requested funding is for the Town's share of the project - costs will be shared equally with the City of Newton.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$2,000,000 for reconstruction and repair of the Central Avenue/Elliott Street bridge, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7.

Mr. John A. Bulian, Selectmen, addressed this proposal on behalf of the Board of Selectmen. He explained that this is an historic bridge and will be closed up to six months during repair. The City of Newton is sharing the costs with the Town of Needham. Mr. Bulian noted that the town will do everything we can to reach out to the neighbors and businesses during the construction period.

Mr. Richard A. Zimbone, member, stated that the Finance Committee unanimously recommends adoption of this article. The bridge is expected to be closed beginning in July 2016 and Needham's share of the estimated is \$4,000,000.

In response to an inquiry from Mr. John D. Crimmings, regarding costs related to an historic bridge, Mr. Bulian explained that this bridge was designated by the Commonwealth as an historic bridge. We will go out to bid to determine costs. We understand that a total bridge replacement would be far more costly.

ACTION: The main motion was presented and carried by the required two-thirds vote declared by the Moderator on a voice vote.

ARTICLE 44 was previously adopted on Monday, May 4, 2015 by unanimous consent.

ARTICLE 45 was previously adopted on Monday, May 4, 2015 by unanimous consent.

ARTICLE 46 was previously adopted on Monday, May 4, 2015 by unanimous consent.

ARTICLE 47: APPROPRIATE FOR WATER SYSTEM REHABILITATION PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$820,500 for the Water System Rehabilitation Program, to be spent under the direction of the

Town Manager, and to meet this appropriation that \$3,575 be transferred from Water Retained earnings, \$12,703 be transferred from Article 56 of the May 2001 Annual Town Meeting, \$15,000 be transferred from Article 58 of the 2001 Annual Town Meeting, \$9,131 be transferred from Article 51 of the 2003 Annual Town Meeting, \$13,082 be transferred from Article 53 of the 2003 Annual Town Meeting, \$14,583 be transferred from Article 52 of the 2004 Annual Town Meeting, \$10,025 be transferred from Article 50 of the 2005 Annual Town meeting, \$11,409 be transferred from Article 46 of the 2007 Annual Town Meeting, \$18,000 be transferred from Article 46 of the 2008 Annual Town Meeting, \$9,740 be transferred from Article 48 of the 2008 Annual Town Meeting, \$58,166 be transferred from Article 39 of the 2010 Annual Town Meeting, \$10,086 be transferred from Article 45 of the 2011 Annual Town Meeting, and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$635,000 under M.G.L. Chapter 44, Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Town Manager is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project; or take any other action relative thereto.

Article Information: The Town's water infrastructure is routinely analyzed to assess functionality and performance, and to identify areas in need of repair. Water infrastructure requires ongoing attention and periodic replacement. Portions of the Town's water infrastructure are 75+ years old and approaching the end of their useful life. A diligent rehabilitation program encompassing maintenance, repair, and replacement ensures a reliable supply of water to the public. The Department of Public Works prioritizes replacement of water pipes based upon pipe condition, water break history, and adequacy of water flow to fire hydrants. Unless circumstances require otherwise, FY2016 funding will support the construction of new 8 inch water mains on Pleasant Street from Howland Street to Dedham Avenue (1,160 lf) and on Norfolk Street from Warren Street to Webster Street (1,300 lf).

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$820,500 for the Water System Rehabilitation Program, to be spent under the direction of the Town Manager, and to meet this appropriation that \$3,575 be transferred from Water Retained earnings, \$12,703 be transferred from Article 56 of the May 2001 Annual Town Meeting, \$15,000 be transferred from Article 58 of the 2001 Annual Town Meeting, \$9,131 be transferred from Article 51 of the 2003 Annual Town Meeting, \$13,082 be transferred from Article 53 of the 2003 Annual Town Meeting, \$14,583 be transferred from Article 52 of the 2004 Annual Town Meeting, \$10,025 be transferred from Article 50 of the 2005 Annual Town meeting, \$11,409 be transferred from Article 46 of the 2007 Annual Town Meeting, \$18,000 be transferred from Article 46 of the 2008 Annual Town Meeting, \$9,740 be transferred from Article 48 of the 2008 Annual Town Meeting, \$58,166 be transferred from Article 39 of the 2010 Annual Town Meeting, \$10,086 be transferred from

Article 45 of the 2011 Annual Town Meeting, and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$635,000 under M.G.L. Chapter 44, Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Town Manager is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project.

Mrs. Marianne B. Cooley, Selectman, advised that this proposal is a standard article and the Board of Selectmen unanimously recommended adoption.

Mr. Richard J. Lunetta, member, concurred that this is a standard article and advised that the Finance Committee recommended adoption of this proposal.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried by unanimous vote.

ARTICLE 48 was previously adopted on Monday, May 4, 2015 by unanimous consent.

ARTICLE 49: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of \$1,026,412 to the Athletic Facility Improvement Fund, as provided under Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that \$20,712 be transferred from Article 4 of the March 3, 2008 Special Town Meeting, \$160,000 be transferred from Overlay Surplus, and \$845,700 be transferred from Free Cash; or take any other action relative thereto.

Article Information: The 2012 Annual Town Meeting authorized the creation of an athletic facility stabilization fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures. The November, 2014 balance in the fund was \$942,000. The replacement of the synthetic turf fields at Memorial park and DeFazio Field Complex is estimated to be \$2.5 million in the 2020 timeframe, and \$366,412 of the recommended appropriation is intended for these fields: \$45,700 from the annual method of benchmarking to the Park and Recreation administrative fee receipts, \$20,712 to be transferred from the balance of the DeFazio track article, and \$300,000 from Free Cash. An additional \$300,000 per year will be recommended over the next four years, if circumstances permit, to fully fund the synthetic turf replacement. The recommended appropriation also includes \$660,000 intended for the renovation or reconstruction of the Memorial Park Building. Additional funds will be recommended over the next several years,

circumstances permit, and a feasibility study for the Memorial Park building will be included in the FY2017 – FY2021 capital improvement planning process.

MOVED: That the Town vote to raise, and/or transfer and appropriate the sum of \$1,026,412 to the Athletic Facility Improvement Fund, as provided under Chapter 46 of the Acts of 1933, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, and to meet this appropriation that \$20,712 be transferred from Article 4 of the March 3, 2008 Special Town Meeting, \$160,000 be transferred from Overlay Surplus, and \$45,700 be transferred from Free Cash.

Mr. Matthew D. Borrelli, Selectman, addressed this proposal on behalf of the Board of Selectmen. This article appropriates funds to the Athletic Facility Improvement Fund which was established in 2012. The goal is to build up funding to work on a solution to replace the Memorial Park building in the future. The time frame is estimated at 2020. Mr. Borrelli stated that this is a wise and prudent proposal and the Board of Selectmen unanimously recommends adoption.

Mr. Richard A. Zimbone, member, advised that the Finance Committee unanimously supports this proposal.

In response to an inquiry from Mr. Ronald W. Ruth regarding moving this capital project ahead of the High School, Mr. Borrelli advised that was one time money and the idea is to get it aside.

Mrs. Adelaide "Lita" D. Young, member, advised that the Community Preservation Committee cannot use CPC funds for synthetic turf fields.

ACTION: The main motion was presented and carried by a two-thirds vote declared by the Moderator.

ARTICLE 50: OMNIBUS

To see if the Town will vote to raise by taxation, transfer or use of available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon to take action upon matters which may properly come before the next meeting; or take any other action relative thereto.

Under Article 50, a motion to reconsider Article 49 was presented by Mr. Matthew D. Borrelli. In response to an inquiry from Joshua W. Levy, Mr. Borrelli explained that Article 49 needs a two-thirds vote for passage. The motion to reconsider was presented and carried by majority vote.

ACTION: Article 49 was presented and carried by two-thirds vote declared by the Moderator on a voice vote.

Under Article 50, the following motion was offered by Thomas John Crimlisk: that the Town Meeting rule forbidding the possession of firearms at Town Meeting should be abolished.

ACTION: The motion was presented, but failed to pass by voice vote.

TOWN CLERK'S RECORDS – 2015 ANNUAL TOWN MEETING

Under Article 50, the following motion was offered by Mrs. Katy M. Dirks:

WHEREAS, the current 6th grade parents are the only group of Needham residents who have been required to pay over-and-above their tax dollars for iPads;

AND WHEREAS the iPads have been deemed to be equipment vital to the education of their children;

AND WHEREAS these parents have not been compensated for their out-of-pocket costs;

MOVED, that the subject of the possible appropriate and equitable compensation of these parents for their expenditures be referred to the School Committee and the Finance Committee for study and that these boards report back at the next Town Meeting or sooner with a report on a possible creative and fair solution regarding compensation.

Mrs. Katy M. Dirks explained that this motion is to consider compensation to last years' parents who purchase iPads for their children. 88 parents signed a letter of concern that they purchased the iPads under partnerships with the School.

Mrs. Constance S. Barr, Chairman, School Committee explained that there are many inequities. Mrs. Louise L. Miller, Finance Committee member, noted that the funding approved at this Town Meeting is for fiscal year 2016. No one knows about funding for fiscal year 2017 and beyond.

In response to an inquiry from Mr. Terence P. Noonan, Mrs. Barr noted that about 400 parents were permitted to opt out or purchase the device on their own.

Ms. Harmony Wu noted that she had two sixth graders last year and her cost was \$800 one of which is already broken.

Several Town Meeting members spoke in favor of a study and several opposed this proposal. After a brief discussion a motion to move the previous question was offered by Mr. John H. Cogswell. The motion was presented and carried by two-thirds vote declared by the Moderator on a voice vote.

ACTION: The motion offered by Katy M. Dirks was presented, but it failed to pass by voice vote.

The Moderator declared Article 50 disposed of.

At this time the Moderator noted that 206 Town Meeting Members were present tonight and 46 were absent.

The Moderator acknowledged that State Representative Denise C. Garlick was in attendance again this evening.

He acknowledged two Town Meeting Members who have participated in Town Meeting for over fifty years: Paul H. Attridge and Gilbert W. Cox, Jr.

At this time the Moderator thanked pages Cassie Wade and Jeffrey Wade. He also thanked Pat Thornton and the custodial staff and Building Monitor Stephan Grably And last but not least Mark Mandel and the Needham Cable Channel for setting up and running the cameras as well as broadcasting and recording our meetings. He thanked the Finance Committee for their solid work over the course of the year and their Executive Secretary Louise Mizgerd. He acknowledged two retirements – Richard S. Creem

who served four terms on the Finance Committee and many other town boards and Lisa W. Zappala who has served on the Finance Committee since 2006. He also thanked the Board of Selectmen, the Town Manager, Kate Fitzpatrick, and her staff and all elected boards and their elected and professional managers. He thanked Tedi Eaton, the Town Clerk, and her staff for taking attendance and keeping the official record of the Town, Mr. McCarthy, who serves as Town Meeting Marshall, and Sandy Cincotta for manning the projector.

At 11:25 P.M. Mr. Maurice P. Handel on behalf of the Board of Selectmen moved to dissolve the Annual Town Meeting with the following Resolution:

THE FOLLOWING RESOLUTION

was offered

In memory of David F. Devine

- WHEREAS:** David F. Devine moved often as a young boy during his father's Army service, finally settling in Dover, Massachusetts. David attended Dover High School and Roxbury Latin School, and graduated from Harvard University in 1952. He then entered the Marine Corps Officer Training Program and served for 20 years, retiring as a full Colonel; and
- WHEREAS:** David and his high school sweetheart, Marie Young were married in 1952. They settled in Needham in 1957 and together they raised their four daughters: Carol, Deb, Marcy, and Amy; and
- WHEREAS:** David was employed for many years at the Boston Mutual Life Insurance Company, where he served as vice president and secretary; and
- WHEREAS:** David was civic minded and active in many Needham committees and organizations, most notably those relating to the Glover Hospital. He served as a Trustee of the Glover Memorial Hospital from 1982 to 1990, and on the Glover Hospital Enterprise Fund Committee from 1994 to 2001. After the sale of the hospital, David singlehandedly oversaw a seven-year project to sort and catalog all records associated with the Glover Hospital while it was a municipal entity; and
- WHEREAS:** David served as a member of the Finance Committee from 1970 to 1975, twice as chairman. He also served as member and president of the Needham Historical Society, and president of the Needham Pool and Racquet Club. David was also honored to have been a long-term member and president of the Wardroom Club; and
- WHEREAS:** David Devine served as Town Meeting Member from Precinct H from 1976 to 1998.

NOW THEREFORE, be it resolved by this body that the 2015 Annual Town Meeting be dissolved in honor of the civic and community contributions of David Devine to the Town of Needham.

ACTION: At 11:25 P.M. on Monday, May 11, 2015, the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

